



EUROPEAN COMMISSION

Directorate-General Education and Culture

Tempus application form Joint European Project 2006

Sarajevo JEP II: curriculum and teacher update - ECTS

JEP_41032_2006

SUBMISSION PROCEDURE

Please read the following explanations and instructions concerning the submission of the proposal carefully.

- Only applications using the correct form will be accepted and processed.
- Before completing the form, please read the relevant sections in the Guide for Applicants, which can be obtained from the Tempus website at the following address: <http://ec.europa.eu/tempus>.
- In the “get involved” section of the website (Actions ≥ Get involved ≥ Application forms) applicants will find the “Frequently Asked Questions” for grant applicants, which is a helpful tool providing relevant answers to the questions arising during the preparation of an application.
- For a better understanding of the administrative approaches used once a project has been selected, applicants are also advised to consult the “manage your project” section of the website (Actions ≥ Manage your project), where the contractual documents and “Frequently Asked Questions” for grant holders can be found.
- The application must be word-processed, using a computer. Hand written applications will not be accepted. Please note that the version of the application sent by e-mail is the authentic one and will be used for assessment purposes; changes made after the submission will not be accepted and considered.
- Applicants should use as application language the operational language of communication between the institutions involved in the project.
- **Applications must be sent by e-mail, while all signed original supporting and administrative documents must be sent by registered mail in one package (documents sent separately will not be accepted) at a later deadline.** Applications sent by post or fax and supporting and administrative documents sent by e-mail (as PDF documents) or fax will not be accepted.
- The deadline for submission by e-mail is 15th December 2006, 23:59 Central European Time. Applicants are strongly advised not to leave the submission of their applications until the last possible moment. Applicants should consider that problems arising can only be dealt with during of-office hours and that technical support will be guaranteed until 16:00 (Central European time) on 15 December 2006. Applicants are therefore strongly advised to submit applications in a timely manner.
- Sections of the application that are not available electronically such as endorsement letters and CVs of external experts do not need to be sent by e-mail.
- The e-mail-based applications must be sent to:

JEP2006@etf.europa.eu

- Following the submission of the application by e-mail, applicants will receive an electronic acknowledgement of receipt by 19th of December 2006 at the latest, indicating the registration number assigned to the application. This acknowledgement will be sent to the e-mail address from which the application has been submitted.

- The registration number must be indicated in the cover letter accompanying the supporting and administrative documents to be dispatched by post and used in all future correspondence about the project.
- Applicants should not staple the original supporting and administrative documents and should ensure that the reference numbers indicated on the endorsement letters are in accordance with the ones used in section II.
- The deadline for submission of the original supporting and administrative documents is 5th January 2007 (date as per post mark). **Only those supporting and administrative documents accompanied by a cover letter referring to a valid registration number will be accepted.** Please note, that applicants will not receive an acknowledgement of receipt for their original supporting documents. However, applicants will be contacted in case these documents should not have reached the ETF by the 01st of March 2007.
- The signed original supporting and administrative documents and two copies thereof must be sent in the same envelope, using registered mail to:

**EUROPEAN TRAINING FOUNDATION
TEMPUS DEPARTMENT – SELECTION TEAM
JEP APPLICATION DEADLINE OF 15/12/06
VIALE SETTIMIO SEVERO, 65
10133 TORINO
ITALY**

- The original supporting and administrative documents and copies dispatched by post must contain the signed declaration, all the endorsement letters and curricula vitae in case of proposed individual experts as well as the signed legal entity and financial identification forms.
- Applicants should be aware that only postal or courier registration slips indicating the project registration number will be accepted as proof of dispatch.
- Applicants should be aware that upon completion of the selection procedure **all** communication concerning this application (such as information on the decision, the provision of feedback to unsuccessful applicants, etc.) will **solely** take place with the person indicated in this application as “grant applicant” (reference number 1 in section II).
- The information provided in the application is subject to EU legislation on protection of personal data and confidentiality of information. For further information, please check: <http://www.etf.europa.eu/website.nsf?OpenDatabase&Content=http://www.etf.europa.eu/website.nsf/pages/Legal+notice?openDocument&LAN=EN>

THE APPLICATION FORM

This application form contains features that allow the automatic transfer of information into the database used for the selection and narrows down the possibility of applicants' possible mistakes.

Applicants will find below some explanations on the structure of the form as well as some hints on how to fill it in. Should you nevertheless encounter any problems, do not hesitate to contact the Tempus Department of the European Training Foundation for prompt support, at the following e-mail address: Tempus_IT_Team@etf.europa.eu

How to complete the form:

The structure of the following sections of this form is protected.

- Section I, Declaration
- Section II, Basic Data of the Project, List of Consortium Members
- Section IV, Summary of the Project
- Section V, Funding requirements
- Section VI, Administrative Documents: Legal entities, Financial identification

Applicants are allowed to fill in only the specific fields, which are **highlighted in grey** while the rest of the form is not editable. There are **free-text fields**, where any text can be inputted (ex: <<Example text field>>), and **selection fields**, where you will have to select from a list of predefined values (ex. <<Please select a value>>). As a general rule, in order to type into a field or to select a tick box, click on it with your mouse. You can also easily move from one field to the next using TAB or arrow keys.

In case the requested information is to be provided in the form of a list, you can start a new line after each individual entry by clicking on the “enter” key, within the same field, as in a normal “word” document.

Please note that some fields are automatically filled-in based on your input in other fields. For instance, you will only have to input the project title once on the cover page, and it will be displayed in all other sections of the application requesting this information. In general, you should always fill in the first field, requesting the information, which will then be copied into subsequent sections. We therefore recommend that you fill in the form starting from the cover page.

In order to ease the navigation in the application form, we recommend using the Document Map feature (from MS Word menu, “View” → “Document Map”)

Beside these general hints please take the following issues regarding the different sections of the form into account:

- Section II, List of consortium members:

The form includes a limited number of “boxes” for participating consortium members and individual experts. Should you plan to involve more consortium members and/or individual experts, please insert their data in the field called: “*Contact details for further consortium members*” and “*Contact details for further individual experts*” including the same information as for the protected “boxes”.

- Section V, Funding requirements:

The Summary table n°8 (“*Summary of project funding requirements*”) will be automatically filled in with the total costs of each heading in the relevant tables n° 1-6.

Furthermore, within table n°8, the percentage of co-financing of the project will be verified automatically, once the amount to be co-financed is inserted in the proper field in table n°7.

SECTION I: DECLARATION*To be completed by the Grant Applicant*

The following should be signed by the grant applicant *and* by the legal representative of the grant applicant's institution. *Please note that the Applicant Higher Education Institution must be based in the European Union.*

1. We have stable and sufficient resources of funding to maintain our activities throughout the period during which the project is carried out;
2. We are not bankrupt or being wound up, are not having our affairs administered by the courts, have not entered into an arrangement with creditors, have not suspended business activities, are not subject of proceedings concerning those matters, and are not in any analogous situation arising from a similar procedure provided for under national legislation or regulations;
3. We have the professional competencies and qualifications required to complete the proposed project;
4. We have not been guilty of grave professional misconduct proven by any means which the contracting authority can justify;
5. We have not been convicted of an offence concerning their professional conduct by a judgement which has the force of res judicata;
6. We have not been subject of a judgement which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
7. Following an award procedure financed by the Community budget, we have not been declared to be in serious breach of contract for failure to comply with the contractual obligations;
8. We have fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which we are established or with those of the country of the contracting authority or those of the country where the contract is to be performed.

We, the undersigned, certify that the information given above and in the following project proposal is correct to the best of our knowledge, and that the proposal has been endorsed by the relevant authorities representing the consortium members.

We, the undersigned, have taken note that if found guilty of false declarations will receive financial penalties in proportion to the value of the grants in question.

Title of the project:		<i>Sarajevo JEP II: curriculum and teacher update - ECTS</i>	
Ref. Nr. 0 - Legal Representative of the Applicant Higher Education Institution:		Official stamp or seal of the Applicant Higher Education Institution:	
First name and surname: Enrico Decleva			
Place: Milan Date:			
Position: Rector			
Signature:			
Ref. Nr. 1 - Grant Applicant:			
First name and surname: Valeria Grieco			
Signature:			
Place: Milan	Date:	Application Number: (Registration number obtained after submission)	

SECTION I: ENDORSEMENT LETTERS

- All **consortium members** (except the Grant Applicant's Higher Education Institution) must submit an endorsement letter to confirm their role and willingness to participate in the project; these must be submitted together with the other supporting and administrative documents by the deadline.

Applicants should follow the model below.

MODEL ENDORSEMENT LETTER

OFFICIAL HEADED PAPER OF THE CONSORTIUM MEMBER

OBJECTIVE: ENDORSEMENT OF THE TEMPUS PROJECT: (FULL TITLE OF THE PROJECT)

CONTENT: *Give details of the application, confirming the support of the consortium member for the project. Specify the role of the consortium member in the project and give details on the contact person.*

For a partner country consortium member indicate how the project fits into the development strategy of the consortium member in the context of the reform of the higher education system.

Please insert a confirmation sentence stating that the consortium member has read the whole application, including the financial details, and is aware of the specific role it will have in the project.

SIGNATURE of the person legally authorised to represent the consortium member

POSITION of the person legally authorised to represent the consortium member

DATE: please remember that the date must be subsequent to the previous Joint European Project application deadline.

OFFICIAL STAMP or SEAL of the consortium member

- For each proposed **individual expert**, a summary CV (maximum of 2 pages) must be included. The CV has to make explicit reference to the expertise to be provided in the framework of the given Joint European Project proposal.

SECTION II: BASIC DATA ON THE PROJECT• **Title of the project:**

<i>Sarajevo JEP II: curriculum and teacher update - ECTS</i>
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• **Acronym of the project:**

SAVEJEP II

• **Specific Objectives of the project:**

- | |
|--|
| <ul style="list-style-type: none"> • 1) KEEP UPDATING TEACHING AT THE VETERINARY FACULTY OF SARAJEVO • 2) IMPROVING THE KNOWLEDGE AND TEACHING SKILLS OF YOUNG TEACHERS • 3) SARAJEVO VETERINARY FACULTY'S FAMILIARIZATION TO ECTS FOR FUTURE INTRODUCTION OF A CREDIT SYSTEM ACCORDING TO EU STANDARDS |
|--|

• **Partner country/ies involved:** (Please tick the relevant box/es)

CARDS			
<input type="checkbox"/>	MK – former Yugoslav Republic of Macedonia	<input type="checkbox"/>	ME – Montenegro
<input type="checkbox"/>	AL – Albania	<input type="checkbox"/>	RS – Serbia
<input checked="" type="checkbox"/>	BA – Bosnia and Herzegovina	<input type="checkbox"/>	1244 – Kosovo
<input type="checkbox"/>	HR – Croatia		

Takis			
<input type="checkbox"/>	AM – Armenia	<input type="checkbox"/>	RU – Russian Federation
<input type="checkbox"/>	AZ – Azerbaijan	<input type="checkbox"/>	TJ – Tajikistan
<input type="checkbox"/>	BY – Belarus	<input type="checkbox"/>	TM – Turkmenistan
<input type="checkbox"/>	GE – Georgia	<input type="checkbox"/>	UA – Ukraine
<input type="checkbox"/>	KZ – Kazakhstan	<input type="checkbox"/>	UZ – Uzbekistan
<input type="checkbox"/>	MD – Moldova		

MEDA			
<input type="checkbox"/>	EG – Egypt	<input type="checkbox"/>	MA – Morocco
<input type="checkbox"/>	IL – Israel (on a self-financing basis only)	<input type="checkbox"/>	SY – Syria
<input type="checkbox"/>	JO – Jordan		

Has the grant applicant institution (Ref. No.:0) previously acted as a grant holder / contractor for a European Commission grant / contract? (Please select from the button below.)

Yes

If yes, please provide the registration number of the most recent grant agreement / contract:
110649-CP-1-2003-1-IT-MINERVA-M

Please specify with which Directorate General of the European Commission the project had been carried out:
DIRECTORATE GENERAL FOR EDUCATION AND CULTURE

- **Subject area code:** *(Please refer to the Guide for Applicants Glossary of Codes and to Priorities for the partner countries in order to find out about the code for the relevant subject area, in line with the priorities for the partner country/ies involved). Please insert ONE code only*

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The proposal had already been submitted in a previous call:

If yes, please provide the registration number:

- 1.
- 2.
- 3.

- **Individual Mobility Grants related to this proposal:** *(Please list any Tempus Individual Mobility Grant funded in the last 12 months in which any of the consortium members has been involved)*

IMG –		IMG -		IMG –
IMG -		IMG -		IMG -
IMG –		IMG –		IMG -

- **Reference number of previous Tempus projects in which consortium members have been involved** (if any):

JEP – CD_15039-2000		JEP -		JEP –
JEP – M_22094-2001		JEP –		JEP –
JEP - CD_17017-2002		JEP -		JEP -

- **Language of application and of future correspondence:** *(Please select from the list below)*

- **Type of the project:** *(Please select from the lists below)*

Only projects with a 2 years duration may be submitted for this selection round.

SECTION II: LIST OF CONSORTIUM MEMBERS

- **Consortium members involved in the project:** (Please include data on all consortium members involved in the project. Refer to the Guide for Applicants, “Glossary of codes” (part IV, page 44) for the relevant codes assigned to countries, which specifies a two letter code for each country. For Kosovo -1244, the code 12 should be used.)

Reference number: 0 – Legal representative of the applicant higher education institution						
<i>(same person as listed in the declaration under Ref. nr. 0)</i>						
<i>Title:</i>	Mr.(M)					
<i>First name:</i>	Enrico	<i>Surname:</i>	Decleva			
<i>Function at organisation:</i>	Rector					
<i>Name of the organisation:</i>	Università degli studi di Milano					
<i>Type of organisation:</i>	University (U):					
<i>Erasmus University Charter N°</i>	29275					
<i>Legal Status:</i>	Public Sector(PS)					
<i>Faculty:</i>						
<i>Department:</i>						
<i>Country*:</i>	IT	<i>Postal code:</i>	20122			
<i>Town:</i>	Milan	<i>CEDEX</i>				
<i>Address:</i>	Via festa del Perdono, 7					
<i>Phone:</i>	<i>Country code:</i>	0039	<i>City Code:</i>	02	<i>Phone Nr.:</i>	503111
<i>Fax:</i>	<i>Country code:</i>	0039	<i>City Code:</i>	02	<i>Fax. Nr.:</i>	50312627
<i>E-mail:</i>	rettore@unimi.it					

Reference number: 1 – Grant applicant						
<i>(same person as listed in the declaration under Ref. nr. 1)</i>						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>	Valeria	<i>Surname:</i>	Grieco			
<i>Function at organisation:</i>	Associate Professor of Necropy					
<i>Name of the organisation:</i>	Università degli studi di Milano					
<i>Type of organisation:</i>	University (U)					
<i>Legal Status:</i>	Public Sector(PS)					
<i>Faculty:</i>	Veterinary Medicine					
<i>Department:</i>	Dipartimento di Patologia Animale, Igiene e Sanità Pubblica Veterinaria - Sezione di Anatomia Patologica veterinarie e Patologia Aviare					
<i>Country*:</i>	IT	<i>Postal code:</i>	20133			
<i>Town:</i>	Milan	<i>CEDEX</i>				
<i>Address:</i>	Via Celoria 10					
<i>Phone:</i>	<i>Country code:</i>	0039	<i>City Code:</i>	02	<i>Phone Nr.:</i>	50318104
<i>Fax:</i>	<i>Country code:</i>	0039	<i>City Code:</i>	02	<i>Fax. Nr.:</i>	50318106
<i>E-mail:</i>	valeria.grieco@unimi.it					

Application Forms; Tempus Joint European Project – 15/12/2006

* Refer to the Guide for Applicants, "Glossary of codes" (part IV, page 44) for the relevant codes assigned to countries, which specifies a two letter code for each country. For Kosovo -1244, the code 12 should be used

Reference number: 2 – Grant co-ordinator						
<i>(fill in only if different from above, otherwise, please leave this section blank)</i>						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
<i>Name of the organisation:</i>						
<i>Type of organisation:</i>	<<Click here to select>>					
<i>Faculty:</i>						
<i>Department:</i>						
<i>Country*:</i>		<i>Postal code:</i>				
<i>Town:</i>		<i>CEDEX</i>				
<i>Address:</i>						
<i>Phone:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Phone Nr.:</i>	
<i>Fax:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Fax. Nr.:</i>	
<i>E-mail:</i>						

Reference number: 3 – Contact person of consortium member						
<i>Title:</i>	Mr.(M)					
<i>First name:</i>	Augusto Manuel	<i>Surname:</i>	Rodrigues Faustino			
<i>Function at organisation:</i>	Professor					
<i>Name of the organisation:</i>	Universidade do Porto					
<i>Type of organisation:</i>	University (U)					
<i>Faculty:</i>	Instituto de Ciencias Biomedicas de Abel Salazar					
<i>Department:</i>	Patologia e Imunologia Molecular					
<i>Country*:</i>	PT	<i>Postal code:</i>	4099-003			
<i>Town:</i>	Porto	<i>CEDEX</i>				
<i>Address:</i>	Lg. Prof. Abel Salazar 2					
<i>Phone:</i>	<i>Country code:</i>	+351	<i>City Code:</i>	22	<i>Phone Nr.:</i>	2062262
<i>Fax:</i>	<i>Country code:</i>	+351	<i>City Code:</i>	22	<i>Fax. Nr.:</i>	2062232
<i>E-mail:</i>	a_faustino@yahoo.com					

* Refer to the Guide for Applicants, "Glossary of codes" (part IV, page 44) for the relevant codes assigned to countries, which specifies a two letter code for each country. For Kosovo -1244, the code 12 should be used

Reference number: 4 – Contact person of consortium member						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>	Adnan	<i>Surname:</i>	Jazic			
<i>Function at organisation:</i>	Professor of Parasitology and Vice-Dean					
<i>Name of the organisation:</i>	University of Sarajevo					
<i>Type of organisation:</i>	University (U)					
<i>Faculty:</i>	Veterinary					
<i>Department:</i>	Department of Parasitology					
<i>Country*:</i>	BA	<i>Postal code:</i>	71000			
<i>Town:</i>	Sarajevo	<i>CEDEX</i>				
<i>Address:</i>	Zmaia od Bosne 90					
<i>Phone:</i>	<i>Country code:</i>	00387	<i>City Code:</i>	71	<i>Phone Nr.:</i>	610908
<i>Fax:</i>	<i>Country code:</i>	00387	<i>City Code:</i>	71	<i>Fax. Nr.:</i>	610908
<i>E-mail:</i>	jazic@vfs.unsa.ba					

Reference number: 5 – Contact person of consortium member						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
<i>Name of the organisation:</i>						
<i>Type of organisation:</i>	<<Click here to select>>					
<i>Faculty:</i>						
<i>Department:</i>						
<i>Country*:</i>		<i>Postal code:</i>				
<i>Town:</i>		<i>CEDEX</i>				
<i>Address:</i>						
<i>Phone:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Phone Nr.:</i>	
<i>Fax:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Fax. Nr.:</i>	
<i>E-mail:</i>						

* Refer to the Guide for Applicants, "Glossary of codes" (part IV, page 44) for the relevant codes assigned to countries, which specifies a two letter code for each country. For Kosovo -1244, the code 12 should be used

Reference number: 6 – Contact person of consortium member						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
<i>Name of the organisation:</i>						
<i>Type of organisation:</i>	<<Click here to select>>					
<i>Faculty:</i>						
<i>Department:</i>						
<i>Country*:</i>		<i>Postal code:</i>				
<i>Town:</i>		<i>CEDEX</i>				
<i>Address:</i>						
<i>Phone:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Phone Nr.:</i>	
<i>Fax:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Fax. Nr.:</i>	
<i>E-mail:</i>						

Reference number: 7 – Contact person of consortium member						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
<i>Name of the organisation:</i>						
<i>Type of organisation:</i>	<<Click here to select>>					
<i>Faculty:</i>						
<i>Department:</i>						
<i>Country*:</i>		<i>Postal code:</i>				
<i>Town:</i>		<i>CEDEX</i>				
<i>Address:</i>						
<i>Phone:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Phone Nr.:</i>	
<i>Fax:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Fax. Nr.:</i>	
<i>E-mail:</i>						

* Refer to the Guide for Applicants, "Glossary of codes" (part IV, page 44) for the relevant codes assigned to countries, which specifies a two letter code for each country. For Kosovo -1244, the code 12 should be used

Reference number: 8 – Contact person of consortium member						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
<i>Name of the organisation:</i>						
<i>Type of organisation:</i>	<<Click here to select>>					
<i>Faculty:</i>						
<i>Department:</i>						
<i>Country*:</i>		<i>Postal code:</i>				
<i>Town:</i>		<i>CEDEX</i>				
<i>Address:</i>						
<i>Phone:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Phone Nr.:</i>	
<i>Fax:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Fax. Nr.:</i>	
<i>E-mail:</i>						

Reference number: 9 – Contact person of consortium member						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
<i>Name of the organisation:</i>						
<i>Type of organisation:</i>	<<Click here to select>>					
<i>Faculty:</i>						
<i>Department:</i>						
<i>Country*:</i>		<i>Postal code:</i>				
<i>Town:</i>		<i>CEDEX</i>				
<i>Address:</i>						
<i>Phone:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Phone Nr.:</i>	
<i>Fax:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Fax. Nr.:</i>	
<i>E-mail:</i>						

* Refer to the Guide for Applicants, "Glossary of codes" (part IV, page 44) for the relevant codes assigned to countries, which specifies a two letter code for each country. For Kosovo -1244, the code 12 should be used

Reference number: 10 – Contact person of consortium member						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
<i>Name of the organisation:</i>						
<i>Type of organisation:</i>	<<Click here to select>>					
<i>Faculty:</i>						
<i>Department:</i>						
<i>Country*:</i>		<i>Postal code:</i>				
<i>Town:</i>		<i>CEDEX</i>				
<i>Address:</i>						
<i>Phone:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Phone Nr.:</i>	
<i>Fax:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Fax. Nr.:</i>	
<i>E-mail:</i>						

Reference number: 11 – Contact person of consortium member						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
<i>Name of the organisation:</i>						
<i>Type of organisation:</i>	<<Click here to select>>					
<i>Faculty:</i>						
<i>Department:</i>						
<i>Country*:</i>		<i>Postal code:</i>				
<i>Town:</i>		<i>CEDEX</i>				
<i>Address:</i>						
<i>Phone:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Phone Nr.:</i>	
<i>Fax:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Fax. Nr.:</i>	
<i>E-mail:</i>						

* Refer to the Guide for Applicants, "Glossary of codes" (part IV, page 44) for the relevant codes assigned to countries, which specifies a two letter code for each country. For Kosovo -1244, the code 12 should be used

Reference number: 12 – Contact person of consortium member						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
<i>Name of the organisation:</i>						
<i>Type of organisation:</i>	<<Click here to select>>					
<i>Faculty:</i>						
<i>Department:</i>						
<i>Country*:</i>		<i>Postal code:</i>				
<i>Town:</i>		<i>CEDEX</i>				
<i>Address:</i>						
<i>Phone:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Phone Nr.:</i>	
<i>Fax:</i>	<i>Country code:</i>		<i>City Code:</i>		<i>Fax. Nr.:</i>	
<i>E-mail:</i>						

Reference number: 13 – Contact person of consortium member						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
<i>Name of the organisation:</i>						
<i>Type of organisation:</i>	<<Click here to select>>					
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<i>Department:</i>						
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* Refer to the Guide for Applicants, "Glossary of codes" (part IV, page 44) for the relevant codes assigned to countries, which specifies a two letter code for each country. For Kosovo -1244, the code 12 should be used

Reference number: 14 – Contact person of consortium member						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
<i>Name of the organisation:</i>						
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<i>E-mail:</i>						

Reference number: 15 – Contact person of consortium member						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
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Reference number: 16 – Contact person of consortium member						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
<i>Name of the organisation:</i>						
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Reference number: 17 – Contact person of consortium member						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
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Contact Persons of further Consortium Members
<p><i>Should the number of consortium members exceed 17, please use the following space to add additional members. The following information must be included for each contact person:</i></p> <p><i>Title, first and surname, position at institution, type of organisation, name of institution, name of faculty, name of department, COMPLETE address, Phone, Fax and e-mail.</i></p>

List of proposed individual experts:

Please note that individual experts **cannot come from any of the consortium member organisations**, neither as staff nor as students, as in this case they can be involved in the project directly.

Reference: i – Individual expert (from non-consortium members) proposed for specific tasks in project (CV must be included of a maximum of 2 pages)						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
<i>Name of the organisation:</i>						
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<i>E-mail:</i>						

Reference: ii – Individual expert (from non-consortium members) proposed for specific tasks in project (CV must be included of a maximum of 2 pages)						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
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Reference: iii – Individual expert (from non-consortium members) proposed for specific tasks in project (CV must be included of a maximum of 2 pages)						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
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<i>E-mail:</i>						

Reference: iv – Individual expert (from non-consortium members) proposed for specific tasks in project (CV must be included of a maximum of 2 pages)						
<i>Title:</i>	Mrs.(F)					
<i>First name:</i>		<i>Surname:</i>				
<i>Function at organisation:</i>						
<i>Name of the organisation:</i>						
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<i>E-mail:</i>						

- Refer to the Guide for Applicants, "Glossary of codes" (part IV, page 44) for the relevant codes assigned to countries, which specifies a two letter code for each country. For Kosovo -1244, the code 12 should be used

List of individual experts
<p>Should the number of individual experts exceed 4, please use the following space to add additional experts. The following information must be included for each contact person:</p> <p>Title, first and surname, function at institution, type of organisation, name of institution, name of faculty, name of department, COMPLETE address, Phone, Fax and e-mail.</p>

SECTION III: PROJECT PARTICULARS

This application form requires a general understanding of the Logical Framework Matrix approach and some familiarity with the vocabulary associated with it. Applicants who have never used the approach are therefore advised to familiarise themselves with it and to consult one of the numerous handbooks available on the subject on the internet.

Applicants should note that each proposal will be assessed on the basis of the elements included in this application only. You can include web site references in your application, but the assessment of your proposal will not be based on additional information found on a website and not contained within the application.

Please follow the guidelines provided in the Tempus Guide for Applicants, Part IV

In section III you are required to provide detailed information on your project in the form of **narrative parts** and accompanying **tables**; the information provided should not be repetitive but **complementary**. In the narrative sections you are expected to describe aspects of your project from a strategic and methodological point of view whereas in the tables you are asked to enter into greater detail in relation to aspects such as expected outcomes, activities, inputs and budgetary requirements.

III.1 BACKGROUND OF THE PROJECT

A maximum of four pages A4

III.1a Partner country/ies problem and needs analysis

In this section you should present the justification behind the project, clearly identifying the specific problems and/or needs on which the proposed project will focus and reasons why these have been selected. Please describe briefly how your project proposal came into being and how it was prepared.

III.1b Presentation of the consortium and external experts

In this section you should explain why the selected consortium members are best suited to participate in the project and describe their particular expertise in relation to the project objectives.

III.2 THE PROJECT

A maximum of four pages A4

Having already identified the problems and needs in Section III.1a, in this narrative part you should describe the project which must be clearly and directly related to the identified problems. You must clearly indicate the working methodologies and processes to be used. Applicants should remember to include details on academic content.

III.3 PROJECT OBJECTIVES, OUTCOMES AND ACTIVITIES (LOGICAL FRAMEWORK MATRIX – LFM)

Please use the model provided. You are expected to complete an LFM (maximum of 2 pages), which represents a synthesis of the project. Details provided in the table should complement the information previously explained in the project narrative (section III.2).

For those identified risks, which are internal to the consortium, such as for example lack of EU language skills of partner country university staff, lack of interest from students, lack of time of university teaching staff, the consortium should foresee and indicate in the application means and activities to counter-act these risks.

III.4 Work plan

A one-page work plan for each project year should be completed. Please create additional work plan tables if further space is needed.

III.1 BACKGROUND OF THE PROJECT

A maximum of four pages A4

III.1a Partner country/ies problem and needs analysis:

Please focus on the needs and constraints (a) in the Partner Country(ies), (b) at the PC higher education institution(s) - if relevant please refer to respective legislation and/or regulations. Your information should be specific to the subject of the proposal.

Bosnia-Herzegovina (BA) is a country which has recently suffered a war and which now, even if partially restored, has not already completely returned to the pre-war condition. The most important town of BA is Sarajevo. Sarajevo, before the war and also when Yugoslavia was still united, always represented an important cultural melting pot and its ancient University was highly qualified. Bosnia and Herzegovina has one Veterinary Faculty located in Sarajevo. The Faculty of Sarajevo was once one of the best Veterinary Faculties of Eastern Countries. Nevertheless, it was almost completely destroyed during the recent war and young people studying and working there were retained in the army for several years. These two severe conditions contributed to create a gap between the Faculty of Sarajevo and the other Veterinary Faculties, not only in the EU but also in other Eastern Countries. The severity of this gap was mainly appreciable in young teachers which remained isolated just in the moment of the worldwide development of internet and e-learning methods and new teaching programs. This situation lasted for several years. After the war, young people, both students and teachers, lacked computers, access to international nets, books and funds to buy them. Moreover, teaching is in most cases old fashioned and does not respond to EU standards: lot of theoretical lectures, reduced practical work, no sessions of discussion, lack of involvement in learning. These problems are particularly acute as far as veterinary education is concerned, as veterinarians play an important and specific role in animal health and production. Moreover, veterinarians are also directly involved in public health and food safety, working in slaughterhouses and reference laboratories, in order to control infectious diseases that in some cases might be zoonoses (tuberculosis, etc). This kind of expertise is crucial in a situation such as the one of today's Bosnia and Herzegovina and the Veterinary Faculty of Sarajevo is the sole Institution capable of providing it locally.

With the aim to intervene and resolve some of the problems described above a TEMPUS PROJECT was performed during the years 2001-2003 (Number CD_JEP-15039-2000, coordinated by Universitat Autònoma de Barcelona). It was based on the improvement of the curriculum but, after all, it was targeted on rebuilding the Veterinary Faculty. The results were really successful: a computer room was prepared, computers and other equipment were purchased, school library installed. Over the years 2001-2003, young assistants made stages in the countries members of the Project improving their knowledge and teaching skills. Unfortunately the Project expired just when the results started to appear, showing that the resolution of all the problems can only be achieved with time and perseverance.

The present TEMPUS PROJECT move from the good relationship born between Italy and Bosnia and Herzegovina during the past TEMPUS PROJECT with the aim to continue the good work done in the past, finishing rebuilding the Faculty of Sarajevo, purchasing modern equipments and improving the knowledge and teaching skills of young teachers with stages periods in EU countries. Moreover in the present Project a new goal is included: introduce the Veterinary Faculty of Sarajevo to ECTS with the purpose of a future curricular reorganization according to EU standards.

III.1b Presentation of the consortium:

Please focus on the elements which are essential for the project (particular expertise, relevant previous experience and contacts beneficial to the project). In case of involvement of external experts, please make reference to their specific expertise and contribution to the project.

All the member of the consortium are characterized by relevant previous experiences in european exchange and cooperation programs. These previous experiences will be the warranties for a good managing of the present JEP and for an easy and successfull progression of the Project.

1) Prof. Valeria Grieco from Milan, born in 1963, was the first Erasmus student of the Veterinary Faculty of Milan in the academic year 1988/1989. Returned in Milan, she was invited to make part of the Erasmus/Socrates Commission of her Faculty. Beginning as student member, she become professor member working on the Commission for 16 years. She participated to several Erasmus/Socrates reunions in different EU countries and, in July 2006, she was called as Coordinator SOCRATES Commission of the Veterinary Faculty of Milan. During the last SARAJEVO VETERINARY TEMPUS PROJECT she participated in several meetings in Milan and in Sarajevo. These gave her sound knowledge of both Bosnian teaching staff, like prof. Jazic, the Faculty and related problems. Within the Socrates teaching staff mobility program she traveled twice to Portugal teaching in Lisbon in May 2004 and in Porto in September 2006. During this last teaching experience, prof. Valeria Grieco and prof. Augusto Faustino had the possibility to meet with members of the administrative office of the Institute of Biomedical Sciences of Porto. This meeting was targeted both at the starting of a SOCRATES students exchange between Porto and Milan and at planning the Tempus collaboration to improve the Veterinary Faculty of Sarajevo.

In the Veterinary Faculty of Milan a Sarajevo Tempus Commission will be created and it will be composed by an administrative and the by the following professors:

- The Dean Prof. Giorgio Poli
- prof. Valeria Grieco
- prof Stefano Romussi which was already involved in European activities (classes in Madrid with the Socrates teaching staff mobility program, classes in Sarajevo during the a.m. previous Tempus Project)

2) Prof. Augusto Faustino from Porto, born in 1967, was the first Erasmus student of the Veterinary Faculty of Lisbon in the academic year 1990/1991. He spent his Erasmus stay in Milan. He returned to Lisbon to graduate and, once graduated, was back in Milan for 5 years to acquire the PhD in the same Department where prof. Valeria Grieco was working. During this period he also worked in the Veterinary Faculty of Utrecht in The Netherlands. Returned to Portugal he was taken as professor of veterinary pathology in the Institute of Biomedical Sciences of Porto, where he is the coordinator of the international exchange programs directed to veterinary students and teachers. He made part of the local team on the evaluation of the veterinary medicine course of Porto conducted by the European Association of Veterinary Education Establishments in 2003 and also, in 2004, of the Portuguese national evaluation. He is also responsible for the last year stage performed by the students of the veterinary degree in Porto. Most of the students decide to perform this stage in faculties and other professional veterinary centers outside Portugal, mostly in the EU and the USA. These activities have put him since now in close contact with the ECTS philosophy and any such problems related with exchange students and teachers but also with different learning strategies.

Moreover, teaching within the veterinary degree in Porto is embedded with the other degrees of the Institute, namely human medicine, biochemistry, water sciences and the recent degree in bioengineering. Strong links exist also with others biomedical research laboratories of Porto University. This provide a network of scientific research possibilities for future collaborations with

colleagues from Sarajevo that go well behind the strict veterinary fields.

In the Veterinary Faculty of Porto a Sarajevo Tempus Commission will be created and it will be composed by an administrative (Dr. Carla Silva) and by following the professors:

- prof. Augusto Faustino
- prof Antonio Rocha
- prof. Pablo Payo

Prof. António Rocha, born in 1954, graduate in Maputo Veterinary Faculty in Mozambique. Made his PhD in USA in 1992 on Animal Reproduction and came to Porto to help the installation of the Veterinary Faculty. Since that he has been involved in all the relevant aspects of the veterinary degree, from the international evaluation by European Association of Establishments for Veterinary Education in 2003, to the last curriculum restructuring. He also plays attention to pedagogical problems with a recent paper published on the subject of animal reproduction teaching(2006). He was also invited by the European College of Animal Reproduction in Slovenia in 2006, to give a talk about his teaching strategies. Within the Socrates teaching staff mobility program he traveled to Milan Veterinary Faculty in 2004, to teach animal reproduction.

Prof. Pablo Payo, born in 1969, was Erasmus student of the Veterinary Faculty of Leon (Spain) in Vila Real Veterinary Faculty (Portugal). After graduation in Leon he moved to Portugal and worked as veterinary clinician of small animals. Actually he is working at Porto Institute teaching small animal clinics. He made his Master in veterinary teaching strategies in 2002. At the present moment he is in the last year of PhD program working in pedagogical problems of veterinary education involving Portuguese, Spanish and Brazilian veterinary Faculties. His work compares the use of simple digital techniques with classic methods in teaching veterinary subjects. Within the Socrates teacher mobility program he traveled to Milan Veterinary Faculty in 2005, to teach small animals clinics.

Dra Carla Silva, born in 1971, graduated in Communication Sciences, works since 2002 as responsible secretary of exchange programs of the Institute of Biomedical Sciences of Porto. She is in care of all bureaucratic steps of the several existing programs in the Institute but also solving the infinite problems raised by the presence of foreigner students and teachers. The same is true for the Porto students and teachers moving abroad

3) Prof. Adnan Jazic from Sarajevo, born in 1962, finished study at the Veterinary Faculty of Sarajevo in 1986, and was the first assistant in his Faculty taking a TEMPUS IMG (2000), for education and training in Eur.Ref.Lab. for Fish Diseases, Arhus, Denmark. he also specialized in Malaysia in 1996 at the Department of Parasitology, Research Institute in Ipoh. Furthermore, his international background and cooperation were excellent through a few different projects in fish and parasite diseases fields and finally a participation in a Tempus Project coordinated by Universitat Autònoma de Barcelona: "Restructuration and improvement of the veterinary curriculum in the Veterinary Faculty of Sarajevo (Investor EU, 2001)" as responsible person at Veterinary Faculty of Sarajevo.

Prof. Adnan Jazic, as contact person at the consortium member in the Partner Country, will be member of a special Sarajevo Tempus Commission. This commission will consist of 6 young teachers and include the Faculty Dean, having dr. Aida Hodzic as its leader. Dr. Aida Hodzic, born in 1965, is assistant professor at the Department of Physiology and the person responsible for all activities with regard to the curriculum development and ECTS and quality assurance according to the Bologna principles at the Veterinary Faculty of Sarajevo. Dr. Hodzic has participated in many seminars and workshops organized in B&H and abroad on the topics mentioned above, and is at the moment the leader of a project in this field financed by the Ministry of Foreign Affairs of Norway.

As demonstrated by the brief curriculum, all the people involved in the Project have several experiences concerning European projects of learning, teaching and cooperation. The co-operation

between members of the consortium started several years ago, particularly the relationship with Porto and Milan and Milan and Sarajevo. These old and friendly relationships among consortium members is one of the most important characteristics of the present project. These tested relationships will permit to avoid any kind of misunderstanding among members. People know well each other and this is very important as members from Porto and Milan are already used to work together. Moreover, the coordinator, Prof. Grieco, knows already very well Prof. Jazic and the situation of Sarajevo. We strongly believe that the existing co-operation and strong commitment of all the members of the project will permit, if the new Tempus Project will be accepted, to save time and to start working immediately and successfully on solving the problems faced by the Veterinary Faculty of Sarajevo. On doing so, we will help to raise the standards of veterinary teaching in Sarajevo and the construction of a modern Bosnia and Herzegovina.

III.2 THE PROJECT

A maximum of four pages A4

The project description should correspond to the needs identified and described under III.1a by focussing on the following points: How does your proposal solve/address these needs and constraints? Who is/are the target group/s of your project? Who are the direct/indirect beneficiaries?

As exposed in the “Background” this is the second JEP concerning the Veterinary Faculty of Sarajevo. The main objective of the first JEP was to improve the quality of veterinary education system in Bosnia and Herzegovina. In that JEP the library was rebuilt and books were purchased, a computer room was created and computers were purchased, student and young assistant professors were retrained in EU Faculties to improve their knowledge. Clinical department was partially equipped.

The present project move from the previous one with the aim, on the good practical basis established, to continue the good works performed and also inserting a new goal: the ECTS.

The present project displays 3 main groups of activities:

- 1) KEEP UPDATING TEACHING AT THE VETERINARY FACULTY OF SARAJEVO BY IMPROVING PRACTICAL TRAINING ESSENTIAL TO THE EDUCATION OF EU VETERINARIANS
- 2) IMPROVING THE KNOWLEDGE AND TEACHING SKILLS OF YOUNG TEACHERS ACCORDING TO EU STANDARDS
- 3) SARAJEVO FACULTY FAMILIARIZATION TO ECTS FOR FUTURE INTRODUCTION OF A CREDIT SYSTEM ACCORDING TO EU STANDARDS

1-KEEP UPDATING TEACHING AT THE VETERINARY FACULTY OF SARAJEVO

As stated before, the Bosnian war critically damaged the facilities of the Veterinary Faculty of Sarajevo. It also prevented the normal turnover and actualization of the equipment. This fact implies that teaching became mostly theoretical with little hands-on learning. Also the use of new digital and e-learning strategies was not available. Despite the efforts of the previous JEP, there is still a lot to do, mostly in practical areas of the veterinary degree, like clinical, surgery and pathology, but also on imagiology where the lack of echograph technology is a great impairment.

To overcome this gap the following steps will be addressed.

1.a Purchasing modern equipment - In order to teach some technical aspects of veterinary practice, such as clinical practice and surgery, an hands-on approach is essential. To make it possible the presence of modern equipment is indispensable. Not only teachers must be familiarized with such equipments, but these should be used by students in their practical classes. All such equipments should also provide a way to produce teaching material for further use in an e-learning environment. The same is applicable to all areas involved in practical training activities mainly associated with the formulation of a diagnosis. Moreover, as diagnostic areas of a Faculty - and mainly pathologists - may play a bridge role among several members of the teaching staff (small and large animals clinicians and others), they may constitute a good target in order to introduce new teaching approaches. For this reason, a microscope providing a multiple vision system and displaying photo capture capacity will be essential to reach this objective. Concerning the lack of echografic technology, it is essential to purchase a modern echograph and provide teachers with sound knowledge on its use. The use of echografic techniques is of utmost importance in modern clinical activity. This equipment will also be used to produce teaching material for future e-learning.

1.b Development of e-learning methods - The advantage of e-learning is widely recognized as it multiplies the target groups of a specific teaching action. It allows a broad diffusion of locally created study materials and may bring students in close contact with the veterinary practice. For this purpose it is essential that students are involved in the creation and processing of these materials. The process of student motivation is probably the most crucial aspect in teaching, and digital techniques are particularly suited for this. These techniques are also appropriate to enact a continuous evaluation system of students. In order to develop an e-learning strategy suited to veterinary teaching, we will use small compact digital cameras, a video-camera and laptops with an easy and widely used software program (Microsoft Word). Through these instruments study cases observed in clinic, surgery and diagnostic areas such as pathology, microbiology, parasitology and imagiology practical classes will be put on-line, in the web site of the Faculty. This will be made by students under the supervision of their teachers. The final result will be shared with other students stimulating them to participate in the discussion. This process will not only improve the Faculty's learning environment but also facilitate building-up teaching networks with other Faculties. The Institute of Porto has already developed this strategy with cheap expenses but very good results and wide student participation. For these reasons teachers from Porto, already involved in these activities, will travel to Sarajevo to demonstrate and explain such e-learning strategies and start their application. The need of portable equipment (laptops, small digital cameras and video-camera) results from the fact that study cases may arise in very different circumstances, both indoors and outdoors. These tools will be employed during classes and in the computer room installed in the Veterinary Faculty of Sarajevo through funds of the previous JEP.

Nevertheless, apart from hours spent at the University, most of the students have not PC at home nor net facilities, then some monografies and other didactic material will also be printed.

1.c Employ a young Sarajevo ICT expert assisting students and teachers to develop e-learning material, according to a suggestion from the staff members, particularly from Porto which will be the most embedded in these activities.

2-IMPROVING THE KNOWLEDGE AND TEACHING SKILLS OF YOUNG TEACHERS.

This aspect is very important in order to give the necessary background to young teachers. They will be the target of the Project. Our aim is to support young assistant professors improving their practical teaching skills. To achieve this, assistant professors will make a stay at the Partners in EU Countries to participate in practical classes and experience new teaching strategies. This way, they will

not only improve their pedagogical skills but also learn how to develop a sustainable management of Faculty facilities. This is another important aspect connected with the improvement of young teachers knowledge. In fact, most of the funds and incomes of a modern Veterinary Faculty come from clinical and diagnostic activities performed by the Faculty for external customers such as pet owners, breeders and farmers, food industry and slaughterhouses. These aspects are very important for the dissemination of the Project and for the financial sustainability of the activities after the Tempus funding ends. When a Veterinary Faculty performs modern clinical and diagnostic activities it becomes the fulcrum of important and remunerated projects for animal and human health.

In order to achieve this goal at the Faculty of Sarajevo the following activities are programmed:

2.a Young teacher retraining in Milan and Porto. We apply for a fellowship covering 7 young teachers for a two-month period and 7 young teachers for one-month period. Since most of the practical contents of the veterinary course will have great impact on future veterinaries, young professors in training will have to spend their time in general facilities, such as: animal hospitals and histopathology services, and the other services of the Faculties of Milan and Porto mainly involved in diagnostic (parasitology, microbiology, fysiopathology etc.).

2.b Didactic material and books. It is fundamental that young teachers have their textbooks updated in any specific areas.

At this stage young teachers will have the opportunity to collect new free didactic material. Nevertheless, to continue with the improvement of their knowledge in Sarajevo and in order to update it, specific and accredited textbooks will be purchased.

3- FAMILIARIZATION OF THE TEACHING STAFF OF SARAJEVO WITH ECTS

The objective of this activity is to introduce the Veterinary Faculty of Sarajevo to the ECTS with the purpose of a future curricular reorganization according to EU standards. The mobility of people, both students and professionals, within the context of a modern society is unavoidable. For this purpose the EU put in practice the ECTS in order to provide a factual system able to compare different learning curricula. The hallmark of this system is the stress put on the time spent by the student in learning as against the time spent by the teacher in teaching. The student and teacher exchanges among faculties in Europe are based on this principle. However powerful it is, this is not an easy concept to adopt nor, sometimes, to accept. The experience of both the Institute at Porto, with its system of basic sciences cycle almost identical to the human medicine degree, and the Faculty of Milan with a more classic curriculum, will provide a good background for a sound analysis of the Sarajevo situation. This project will take a close look at the curriculum of the veterinary degree at the Veterinary Faculty of Sarajevo and will point out its advantages and pitfalls in order to eventually adopt ECTS. Moreover the formulation of a ECTS plan at the Veterinary Faculty of Sarjevo might reach good results not only in Bosnia-Herzegovina but also in other Balkan countries such as Croatia, Serbia and Macedonia and in the EU Member State of Slovenja. The ECTS plan, once performed will also be disseminated in such Balkan countries that, even though recently separated, still continue to be culturally linked.

For these purposes:

3.a A meeting will be held at Sarajevo between the members of the project and the local representative of teachers, students, Rector and members of the Ministry of Education to present the project.

3.b Proposal for an ECTS reorganization. This activity will be performed during various meetings, in the EU and in BA. During these meetings EU members together with staff member of the Veterinary Faculty of Sarajevo will thouroughly examine the curriculum of the 5-year Veterinary Course to propose a reorganization of the Course itself according to ECTS.

3.c The newly elaborated plan will be presented and illustrated in a project closing meeting. All the staff of the Veterinary Faculty at sarajevo, students, the Rector and members of the Ministry of Education will be present.

All the issues illustrated above will provide for a better learning environment, new teaching ideas exchanged, renewing the content of courses, increasing practical training and chances to establish exchange programs for students and teachers of the Veterinary Faculty of Sarajevo.

III.3 LOGICAL FRAMEWORK MATRIX – LFM

<p>Wider Objective: <i>What is the overall broader objective, to which the project will contribute?</i></p> <ul style="list-style-type: none"> • To ensure that the Faculty will be in position to accomplish training of well-educated veterinary professionals and provide adequate service to private companies in the sector 	<p>Indicators of progress: <i>What are the key indicators related to the wider objectives?</i></p> <ul style="list-style-type: none"> • Advances in national animal production and reduction of animal diseases incidence. • Advances in public health service. • Increase of consulting activity of the Veterinary faculty to veterinarians, animals' owners and private and public companies 	<p>How indicators will be measured: <i>What are the sources of information on these indicators?</i></p> <ul style="list-style-type: none"> • Statistic indicators of decrease of animal diseases incidence • Increase of the Veterinary hospital (clinical and diagnostic) activities • Increase in the number of contracts between Veterinary Faculty of Sarajevo and public and private companies 	
<p>Specific Project Objective/s: <i>What are the specific objective/s, which the project shall achieve?</i></p> <ul style="list-style-type: none"> • 1) Keeping with the restructuring of the Veterinary Faculty of Sarajevo • 2) Improving the knowledge and teaching skills of young teachers by December 2008 • 3) Familiarization with ECTS for future introduction of a credit system in the Veterinary Faculty of Sarajevo according with EU standards by December 2008 	<p>Indicators of progress: <i>What are the quantitative and qualitative indicators showing whether and to what extent the project's specific objective/s are achieved?</i></p> <ul style="list-style-type: none"> • Increased use of computers by student and teachers- increased didactic value of clinical and diagnostic practises • Increased teaching standard • Analysis of the curriculum of the Veterinary Faculty of Sarajevo and proposal of reorganization of the analysed curriculum according to ECTS 	<p>How indicators will be measured: <i>What are the sources of information that exist and can be collected? What are the methods required to get this information?</i></p> <ul style="list-style-type: none"> • Evaluation of e-learning and practical teaching carried out by Bosnian teachers, students and EU members in the Project • Active participation and attention displayed by the teaching staff of the Vet. Faculty of Sarajevo to the activities practically aimed in the proposal of a new organization in ECTS of the curriculum 	<p>Assumptions & risks: <i>What are the factors and conditions not under the direct control of the project, which are necessary to achieve these objectives? What risks have to be considered?</i></p> <ul style="list-style-type: none"> • Support of University and Government Authorities in implementation of the Faculty and its curricular reorganization
<p>Outputs (tangible) and Outcomes (intangible): <i>Please provide the list of concrete outputs/outcomes leading to the specific objective/s, using bullet points, considering the following questions for their definition: What are the envisaged quantifiable and non-quantifiable effects and benefits of the project? What improvements and changes will be produced by the project?</i></p> <ol style="list-style-type: none"> 1. Renewed and updated materials and contents of the diagnostic and clinical courses in the veterinary curriculum to update them 2. Supply new teaching materials and introduce new teaching methods. 3. Update young staff and the teaching facilities involved in clinical and diagnostic training. 	<p>Indicators of progress: <i>What are the indicators to measure whether and to what extent the project achieves the envisaged results and effects?</i></p> <ul style="list-style-type: none"> • Clinical and diagnostic tract readapted and new facilities installed • Restructured existing courses and practical employment of the new e-learning material performed • 14 young professors retrained in the EU Faculties members of the Project • Update textbooks adquirement for teaching updating and knowledge improving • Proposed attempts of curricular reorganization in ECTS • Regular meetings for progress 	<p>How indicators will be measured: <i>What are the sources of information on these indicators?</i></p> <ul style="list-style-type: none"> • Annual Report of Commission formed by Faculty and University • Improvement of teacher's and student's academic performances • Inventory of didactic material and equipment purchased • Report on activities from Consortium Universities 	<p>Assumptions & risks: <i>What external factors and conditions must be realised to obtain the expected outcomes and results on schedule?</i></p> <ul style="list-style-type: none"> • The reorganization in ECTS might not be granted by the National Authorities • Readiness of teaching staff to embedd in the project and to approach new didactic materials and methods • Adequate language skills

<p>4. Reorganization of the curriculum according to ECTS and presentation of the reorganizin plan</p>	<p>monitoring</p>		
<p>Activities: <i>What are the key activities to be carried out and in what sequence in order to produce the expected results?</i></p> <ul style="list-style-type: none"> • 1.1 Presentation of the Project and Review materials and contents of courses of the curriculum of Veterinary Faculty of Sarajevo • 2.1. Purchase material to support courses • 2.2. Elaborate new teaching material • 3.1 Training stage for 14 young teachers in the EU (I and PT Consortium members Veterinary Faculties) • 3.2. Purchase equipments to improve performances and iconographie of all the courses related with clinical and diagnostic activities (surgery, internal medicines, microbiology , parassitology, phatology) • 3.3 Update the young teacher's books compartment • 4.1 Comparison of the curriculum of Sarajevo (analyzed in 1.) with the curricula of I and PT • 4.2. Elaboration of a practical plan of reorganization of the curriculum of the Veterinary Faculty of Sarajevo, according to ECTS and closure of the project. 	<p>Inputs: <i>What inputs are required to implement these activities, e.g. staff time, equipment, mobilities, publications etc.?</i></p> <ul style="list-style-type: none"> • 1.1.1 4 professors for UE (2 from I and 2 from PT) go to Sarajevo for 3 days to revise curriculum (3400 € cost of stay and travel costs). In these days the first coordination meeting will be done. Rector and Authorities will be present, for a good DISSEMINATION: 1 simultaneous interpter (200 € staff cost, brochures and posters (600 € printing and publishing costs). • 1.1.2 3 staff from UE (2 from I and 1 from PT) go to Barcelona for 3 days to acquire knowledge in QUALITY CONTROL AND MONITORING of the project (Inter-Tempus coaching) (2500 € other costs) • 1.1.3 For Management starting from the presentation of the project 1 administrative for each country member will be employed for 18 months. (200€/month for BA and 300€/month for I and PT) (14400 € staff costs) • 2.1.1 purchase 3 laptop computers, 3 digital cameras, software and cables (7300 € equipments) • 2.2.1 1 staff prof from PT go to BA for 1 week to teach how to perform e-learning 		<p>Assumptions, risks and pre-conditions: <i>What pre-conditions are required before the project starts? What conditions outside the project's direct control have to be present for the implementation of the planned activities?</i></p> <ul style="list-style-type: none"> • Readiness of teaching staff to embedd in the Project activities • Availability of administrative staff memebers • Adequate language skills

	<p>material (1350 € stay&travel costs)</p> <ul style="list-style-type: none"> • 2.2.2 1 ICT expert will be employed for 18 months to technically elaborate didactic material (7200 staff costs) • 2.2.3 Printing didactic material (brochures and monographies) for all the students that have not pc at home (24000 € printing & publishing costs). Translation (2000 staff) • 2.2.4 To MONITOR realization of didactical material and purchased equipments, the coordinator goes to BA for 3 days and 1 prof from PT goes to BA for 5 days (1900 € stay&travel costs) • 3.1.1 7 young teachers will be retrained for 2 months and 7 for 1 month in UE Veterinary Faculties (46900 € stay&travel costs + 490 € VISA, other costs) • 3.2.1 Purchase a multivision microscope with included digital camera for the courses related to the diagnostic areas of Veterinary Sciences (49000 € equipments) and employment in BA of a professional in echography to help in diagnosis for 3 months (1500 staff costs) • 3.3.1 Purchase the specialized textbooks (8000 € equipments) • 4.1.1 2 professors from PT and 6 from Sarajevo will spend a week in Milan. In the same days the second meeting of the project will be done. (13550 € stay&travel costs + 210 VISA other costs) • 4.2.1 3 prof from BA go to I and PT. The ECTS plan elaborated by the Sarajevo Faculty will be MONITORED (6900 € stay&travel costs + 210 VISA other costs) • 4.2.2 4 prof from UE (2 prof from I and 2 from PT) go to BA for 1 week to MONITOR and terminate ECTS plan (5400 € stay&travel costs). At the same time the third and last meeting will be 		
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	<p>done. Rector and Authorities will be present, for a good DISSEMINATION 1 simultaneous interpreter (200 € staff costs), brochures and posters (1000 € printing&publishing costs)</p> <ul style="list-style-type: none"> • 4.2.3 For DISSEMINATION of the ECTS plan performed, 3 proff from BA go for 3 days to Veterinary Faculties of other UE (Lubjana) and not UE (Zagreb, Beograd, Skopje) balcanic countries (7440 € stay&travel costs) 		
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III.4 WORKPLAN FIRST YEAR

Please use the model provided. Applicants are expected to complete a one-page work plan for each project year.

For each year of your project proposal, please complete a work plan indicating the deadlines for each outcome and the period and location in which your activities will take place.

The same reference and sub-reference numbers as used in the logical framework matrix must be assigned to each outcome and related activities.

M1 = first month of the project year; 12 M = 1 year; 4 weeks = 1 M. Please use one symbol (= / X) to represent one week.

WORKPLAN for FIRST project year

Activities		M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Ref. N° /Sub Ref. N°	Title												
1/1.1	Presentation of the project and Rewiew courses of Vet. Fac. of Sarajevo (SA)												
Input 1.1.1.	4 staff from EU go to Sa to revise curriculum (3 days)							OXO					
Input 1.1.2	3 staff from EU go to Barcelona for inter-Tempus coaching(3 days)							O=O					
Input 1.1.3	1 administartive for each EU consortium member (18 months)							O=	=	=	=	=	=
Input 1.1.3	1 administartive for BA consortium member (18 months)							OX	X	X	X	X	X
2/ 2.1	Purchase material to support courses (July 07- April 08)												
Input 2.2.1	Purchase material to support courses(computer, cameras,softwares)							OX	X	X	X	X	X
2/ 2.2	Elaborate new teaching material												
Input 2.2.1	1 staff from EU go to SA												O/=O
Input 2.2.2	ICT expert employed in SA (18 months) (July 07- Dec 08)							OX	X	X	X	X	X
Input 2.2.3	Printing didactic material (July 07- Dec 08)							OX	X	X	X	X	X
3/3.1	Training stages in EU for 14 BA young teachers (Sep 07/Dec 08) continous flows, EU country, arrival and departures dates will be decided in first meeting												
Input 3.1.1	7 young teachers from BA go to EU for 2 months 7 young teachers from BA go to EU for 1 month								O=	=	=	=	=
3/3.2	Purchase equipments to improve courses of Vet. Fac. SA												
Input 3.2.1	Multivision microscope+ echograf (Oct 07- May 08)										OX	X	X
3/3.3	Update young teachers books compartement												
Input 3.3.1	Purchase last edition of specialistic textbooks									O=	=	=	=

Starting and end date of Outcome:

O

Activity carried out in the EU/Candidate Country:

=

Activity carried out in the Partner Country (ies):

X

III.4 WORKPLAN – SECOND YEAR

Please use the model provided. Applicants are expected to complete a one-page work plan for each project year.

For each year of your project proposal, please complete a work plan indicating the deadlines for each outcome and the period and location in which your activities will take place.

The same reference and sub-reference numbers as used in the logical framework matrix must be assigned to each outcome and related activities.

M1 = first month of the project year; 12 M = 1 year; 4 weeks = 1 M. Please use one symbol (= / X) to represent one week.

WORKPLAN for SECOND project year

Activities		M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Ref. N° /Sub Ref. N°	Title												
Input 1.1.3	1 administrative for each EU consortium member (18 months)	=	=	=	=	=	=	=	=	=	=	=	=O
Input 1.1.3	1 administrative for BA consortium member (18 months)	X	X	X	X	X	X	X	X	X	X	X	XO
2/ 2.1	Purchase material to support courses (July 07- April 08)												
Input 2.2.1	Purchase material to support courses(computer, cameras,softwares)	X	X	X	XO								
2/ 2.2	Elaborate new teaching material												
Input 2.2.2	Informatic person employed in SA (July 07- Dec 08)	X	X	X	X	X	X	X	X	X	X	X	XO
Input 2.2.3	Printing didactic material	X	X	X	X	X	X	X	X	X	X	X	XO
Input 2.2.4	Monitor realization of didact. material 1 from IT go to SA (3 days)						OX/O						
Input 2.2.4	Monitor realization of didact. materia 1 from PT go to SA (5 days)										OX/O		
3/3.1	Training stages for 14 young teachers in UE												
Input 3.1.1	7 young teachers from BA go to EU for 2 months 7 young teachers from BA go to EU for 1 month	=	=	=	=	=	=	=	=	=	=	=	=O
3/3.2	Purchase equipments to improve courses of Vet. Fac. SA												
Input 3.2.1	Multivision microscope+ echograf (Oct 07- May 08)	X	X	X	X	XO					OX	X	XO
Input 3.2.1	Employment of a professional in echography												
3/3.3	Update young teachers books compartement												
Input 3.3.1	Purchase last edition of specialized textbooks	=	=	=	=	=	=	=	=	=	=	=	=O
4/4.1	Comparison of the curriculum of Vet. Fac. of SA with I and PT												
Input 4.1.1	2 staff from PT and 6 staff from BA go to IT				O/O								
4/4.2	Reorganization in ECTS of the curriculum of Vet. Fac. SA												
Input 4.2.1	3 staff from BA go to IT (5 days)							O=/O					
Input 4.2.1	3 staff from BA go to PT (5 days)										O=/O		
Input 4.2.2	4 staff from EU go to BA (a week)										OX/O		
Input 4.2.3	For Dissemination: 3 staff from BA go to Lubjana- Zagreb - Beograd – Skopje (3 days in each town)										OX	X	XO

Starting and end date of Outcome:

O

Activity carried out in the EU/Candidate Country:
Activity carried out in the Partner Country (ies):

=
X

III.5 OUTCOME & ACTIVITY TABLES

The outcome tables enable you to give precise details on each expected outcome and the related activities. You should also provide details on the resources needed for each outcome. Please create additional tables if further space is needed.

The following types of information will be required:

- Please fill in the same title and reference number for each outcome as provided in the Logical Framework Matrix.
- Please include assumptions and risks for each outcome where relevant.
- Please provide a representative title for each activity together with a sub-reference number, starting and end date.
- An adequate description of each activity; what will be done, when, where and how.
- The consortium member/s or experts who will carry out an activity should be stated, specifying which staff from which of the consortium members will be responsible for and carry out each single activity (e.g.: Senior administrative staff from university A; the rectorate of university B; finance officers from institution C; quality control staff from institution D, etc.). It is not sufficient to merely list some (or all) consortium members.
- For each activity a target group must be clearly identified. A target group is composed of the direct beneficiaries of the activity and could typically include one or more of the following: Academic staff of a given department, university administrative staff, students, trainees participating in a training course. Please quantify your target group and state precisely who they are and where they are located (e.g.: 5 librarians of university A; 20 secondary school teachers, 25 students from the institutions B, C and D; 10 administrators at the Ministry of Education; etc.). This is particularly important for projects in which several Partner Country institutions are involved.
- All the resources (financial, human, material) needed to execute an activity must be described in the “Input” row. The information provided should be specified and itemised. For staff costs please provide information on the kind of staff, where they come from and what the hourly rates are (e.g.: Academic staff from EU institution F x G hours x H Euro). In case of staff and student mobilities, you must indicate the number of people, the direction and duration of each of the mobilities (e.g.: 5 PC staff to EU institution A for B number of weeks). For equipment, you should be as precise as possible on the types of equipment needed for each activity and the number of items (e.g.: 15 computers and 1 network printer).
- For each outcome you should indicate the types of expenditures that will be necessary by filling in the “related costs” table at the end of this section. You should not duplicate expenditure under more than one outcome, as the sum of the total budget required for each outcome should correspond to the totals indicated in Section V, Table 8, ‘Summary of project funding requirements’.
 - ◆ Overheads should be accounted for only once, under the outcomes and activities table for ‘Management of the Project’.

For Dissemination and Sustainability, Quality Control and Monitoring, and Management of the Project, you must also provide a description of the strategy you will adopt.

OUTCOME/OUTPUT AND ACTIVITY TABLES

<i>Outcome/output title:</i>	Review materials and contents of courses of the curriculum of the Veterinary Faculty of Sarajevo		<i>Ref. N°:</i>	1
<i>Starting date:</i>	July 2007	<i>End date:</i>	July 2007	
<i>Related Assumptions and risks:</i>	Readiness of teaching staff to embedd in this Project activity			

<i>Activity title:</i>	Presentation of the project and Review materials and contents of courses of the Veterinary Faculty of Sarajevo		<i>Sub Ref. N°:</i>	1.1
<i>Starting date:</i>		<i>End date:</i>		
<i>Description of the activity:</i>	<p>- 4 Professors from EU Countries (2 from IT and 2 from PT) go to Sarajevo for 3 days to start the revision of the contents of the courses of the Veterinary Faculty of Sarajevo. <u>0,5 day will be spent in the first meeting</u> for the official presentation of the project. The Rector and Ministry of Education Authorities will be present</p> <p>- (For the meeting a simultaneous interpreter will be hired and brochures printed. These costs will be put in “dissemination”)</p>			
<i>The consortium member/s or experts who will carry out the activity:</i>	Professor from IT and PT and prof. from the Veterinary Faculty of Sarajevo			
<i>Target group/s:</i>	Teaching staff, students of the Veterinary Faculty of Sarajevo, Rector of the Sarajevo University, Ministry of Education Officials			
<i>Inputs:</i>	<p>- 4 professors (2 from IT and 2 from PT) go to BA Travel by plain medium cost = 550 Euro Stay cost/day in BA = 100 Euro EURO 3400 (Cost of Stay, Travel Costs, Institutional Costs)</p>			

<i>Outcome/output title:</i>	Supply new teaching material and introduce new teaching methods		<i>Ref. N°:</i>	2
<i>Starting date:</i>	July 2007	<i>End date:</i>	April 2008	
<i>Related Assumptions and risks:</i>	Readiness of teaching staff to embed in the project and to approach new materials and methods			

<i>Activity title:</i>	Purchase material to support courses		<i>Sub Ref. N°:</i>	2.1
<i>Starting date:</i>	July 2007	<i>End date:</i>	April 2008	
<i>Description of the activity:</i>	To perform modern teaching and practices, the collection and elaboration of new images is required. Good quality laptop computers, digital cameras are needed to speed the process and to permit photographing when the didactic activities are performed in farms and slaughterhouses.			
<i>The consortium member/s or experts who will carry out the activity:</i>	EU members of the consortium and teachers and ICT technicians of the Veterinary Faculty of Sarajevo			
<i>Target group/s:</i>	Students and young teachers of the Veterinary Faculty of Sarajevo			
<i>Inputs:</i>	- 3 laptop computers Euro 4000 - 3 digital cameras Euro 1000 - software Euro 2000 - Cables Euro 300 EURO 7300 (equipments)			

<i>Activity title:</i>	Elaborate new teaching material		<i>Sub Ref. N°:</i>	2.2
<i>Starting date:</i>	July 2007	<i>End date:</i>	December 2008	
<i>Description of the activity:</i>	<ul style="list-style-type: none"> - <u>1 Professor from PT will go to Sarajevo for 1 week once in the project to teach how to perform e-learning materials.</u> - Moreover, since only few students from Sarajevo have the possibility to have at home computer and net facilities, to study and update the course contents, <u>paperprint didactic material will be realized</u> by professors from the EU and from BA. Translation in BA language is expected for part of the didactic material) - <u>1 ICT expert will be employed for 18 months (300 €/month) to technically elaborate didactic materials.</u> 			
<i>The consortium member/s or experts who will carry out the activity:</i>	Professors from EU, young and responsible staff from Sarajevo			
<i>Target group/s:</i>	Students and young teachers of the Veterinary Faculty of Sarajevo			

<i>Inputs:</i>	<ul style="list-style-type: none"> - 1 professor from PT go to BA for 1 week (550 Euro travel + 800 stay) - Printed didactic materials (Euro 20000 printing and publications) - 1 ICT expert (Euro 5400 staff) - Translation of didactic material (Euro 2000) <p>Euro 1350 (<i>Cost of Stay, Travel Costs, Institutional Costs</i>) + Euro 24000 (Publication of didactic material) + Euro 7200 (staff) + 2000 (other costs) = 34550</p>
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<i>Outcome/output title:</i>	Update young teaching staff and upgrade teaching facilities involved in clinical and diagnostic training	<i>Ref. N°:</i>	3
<i>Starting date:</i>	September 2007	<i>End date:</i>	December 2008
<i>Related Assumptions and risks:</i>	Readiness of teaching staff to embed in the project and to approach new materials and methods		

<i>Activity title:</i>	Training stage for 14 young teachers UE (I and PT) in Consortium members Veterinary Faculties	<i>Sub Ref. N°:</i>	3.1
<i>Starting date:</i>	September 2007	<i>End date:</i>	December 2008
<i>Description of the activity:</i>	<ul style="list-style-type: none"> - 7 young teachers from BA will retrained in IT and PT Veterinary Faculties for 2 months - 7 young teachers from BA will retrained in IT and PT Veterinary Faculties for 1 months <p>Young teachers will be retrained in clinical and diagnostic area departments. Stages will start in September 2007 (if the grant will be already available) and will continue till the end of the project. Precise dates of arrivals and departures will be decided in the first meeting when EU consortium member will have the possibility to meet the stages candidates.</p> <p>Since at the moment we may know the total number of young teachers which will stage in the EU (14) but the number of them that will go to IT or to PT is not totally defined yet, for this activity travel costs will be considered 575 for each person (medium between 550 and 600).</p>		
<i>The consortium member/s or experts who will carry out the activity:</i>	Staff professors from IT and PT		
<i>Target group/s:</i>	Young teachers from Veterinary Faculty of Sarajevo		
<i>Inputs:</i>	<ul style="list-style-type: none"> - 7 young teachers from BA will retrained in IT and PT Veterinary Faculties for 2 months (23800 stay + 3850 travel = 27650) - 7 young teachers from BA will retrained in IT and PT Veterinary Faculties for 1 month (15400 stay + 3850 travel = 19250) - 14 VISA (490 euro) <p>EURO 46900 (<i>Cost of Stay, Travel Costs, Institutional Costs</i>) + other costs visa 490 = 47390</p>		

<i>Activity title:</i>	<i>Purchase equipment to improve performances and iconography of all the courses related with clinical and diagnostic activities.</i>	<i>Sub Ref. N°:</i>	3.2
<i>Starting date:</i>	October 2007	<i>End date:</i>	May 2008
<i>Description of the activity:</i>	To improve the clinical and diagnostic didactic areas a multivision microscope will be purchased to allow teachers and students to perform together diagnosis during microbiology, parasitology, clinical pathology and pathology practical training. An ultrasonic echograph will be purchased to improve courses of internal medicine, surgery, reproduction and “diagnosys by images”.		
<i>The consortium member/s or experts who will carry out the activity:</i>	Teaching staff from EU and from the Veterinary Faculty of Sarajevo		
<i>Target group/s:</i>	Students and young teachers of the Veterinary Faculty of Sarajevo		
<i>Inputs:</i>	<ul style="list-style-type: none"> - 1 multivision microscope (5 sites) with included digital camera Euro 24000 / - 1 Ultrasonic ecograph Euro 25000 <p>EURO 49000 (Equipments)</p>		

<i>Activity title:</i>	<i>Renovate the young teacher’s books compartment</i>	<i>Sub Ref. N°:</i>	3.3
<i>Starting date:</i>	September 2007	<i>End date:</i>	December 2008
<i>Description of the activity:</i>	Purchase specialistic textbooks to update young teacher’s knowledge		
<i>The consortium member/s or experts who will carry out the activity:</i>	The Coordinator and the Tempus Commission at the Faculty of Milan (IT)		
<i>Target group/s:</i>	Young teachers from the Veterinary Faculty of Sarajevo		
<i>Inputs:</i>	EURO 8000 (Equipments)		

<i>Outcome/output title:</i>	<i>Reorganization of the curriculum of the Veterinary Faculty of Sarajevo according to ECTS</i>	<i>Ref. N°:</i>	4
<i>Starting date:</i>	July 2007	<i>End date:</i>	November 2008
<i>Related Assumptions and risks:</i>	Readiness of teaching staff to embedd in the Project activity and Ministry Education acceptance		

<i>Activity title:</i>	<i>Comparison of the curriculum of Sarajevo (analysed in 1.1) with the curricula of I and PT</i>	<i>Sub Ref. N°:</i>	4.1
<i>Starting date:</i>	April 2008	<i>End date:</i>	April 2008

<i>Description of the activity:</i>	<ul style="list-style-type: none"> - 6 Professors from Sarajevo (Dean included) and 2 proff from PT will go to Milan for one week to start the practice work of the reorganization in ECTS of the Sarajevo Veterinary Faculty curriculum. - In the same week 0,5 day will be dedicated to the <u>second meeting</u> of the project (see management III 5.4)
<i>The consortium member/s or experts who will carry out the activity:</i>	Responsible professors from IT, PT and BA
<i>Target group/s:</i>	Curriculum of the Veterinary Faculty of Sarajevo
<i>Inputs:</i>	<ul style="list-style-type: none"> - 6 responsible professors, Dean included, from BA (3300 travel + 6000 stay = 9300) - 2 from PT (1100 travel + 2000 stay = 3100) - 6 VISA (210 Euro) - Renting coach for group travel (1 week) 1150 Euro <p style="text-align: center;">EURO 13550 (Cost of Stay, Travel Costs, Institutional Costs) + visa other costs 210 = 13760</p>

RELATED COSTS (for the outcome/output described above)	
Budget Heading	Related Costs in €
<i>Staff Costs</i>	7200
<i>Cost of Stay, Travel Costs, Institutional Costs</i>	65200
<i>Equipment Costs</i>	64300
<i>Printing and Publishing Costs</i>	24000
<i>Other Costs</i>	2700
Total Costs	163400

III.5.1 DISSEMINATION

A maximum of one page A4

Please describe the dissemination strategy the consortium will follow in order to ensure that positive results will be made available both within and outside the Partner Country institutions during the life of the project.

The objectives of the current project are to update some courses, to support young professors and students of the Veterinary Faculty of Sarajevo, to introduce the staff and the students of the same faculty to the ECTS with the aim of a reorganization in ECTS of the curriculum.

1) During the three days of the first general meeting in Sarajevo (all 4 professors from EU countries will

participate) we will inform the Faculty, the Rector of the University of Sarajevo and members of the Bosnian Ministry of Education about all the objectives of the project. An analogous meeting (the third and last) will be performed to inform about the results obtained by the project, the activities performed and the reorganization in ECTS. These two meetings are very important for the dissemination of the project. In fact, the attendance to the meeting both by the Rector and members of the Ministry of Education will ensure a larger dissemination of the project. The costs of travel and stay of the EU consortium members are already included in the inputs of the section "outcome, output". Since the Rector and the Ministry's members come from Sarajevo, in this "dissemination part" only the following costs will be reported: a simultaneous interpreter from English to BA language, printing of informative brochures and posters.

2) Dissemination of the project will be also obtained improving the web sites of the Veterinary Faculty of Sarajevo, this will be done by the ICT expert who will be part time employed for a period of 18 months at the Veterinary Faculty of Sarajevo.

3) Members of the Tempus Commission of the Veterinary Faculty of Sarajevo will visit veterinary faculties in Balkan region: Slovenia, Croatia, Serbia and Macedonia after preparation of a new curriculum proposal with EU partners, with the aim of curricula harmonization. 3 professors from Sarajevo go (3 days each travel) to Ljubljana, Zagreb, Beograd and Skopje.3)

4) Another important issue to be considered are the professors taking part in the Tempus Commission of the Veterinary Faculty of Sarajevo, who will co-ordinate the program in Sarajevo. They will spend 25% of their time in the issue and give support to EU faculties, professors and students from Sarajevo and government staff of the University and the Country.

The major assumption and risk for dissemination is the poor stability of the political situation of the Country and the acceptance of ECTS reorganization by the Ministry of Education.

<i>Outcome/output title:</i>	DISSEMINATION		<i>Ref. N°:</i>	1
<i>Starting date:</i>	July 2007	<i>End date:</i>	December 2008	
<i>Related Assumptions and risks:</i>	The major assumption and risk for this collaboration is the poor stability of the political situation of the country and the acceptance of ECTS reorganization by the Ministry of Education.			

<i>Activity title:</i>	<u>Presentation of the project</u> and reviewing materials and contents of courses of the curriculum of the Veterinary Faculty of Sarajevo		<i>Sub Ref. N°:</i>	1.1
<i>Starting date:</i>	July 2007	<i>End date:</i>	July 2007	
<i>Description of the activity:</i>	<p><u>Look at the outcome/output tables. Outcome 1, activity 1.1</u></p> <p>The first meeting to illustrate the project to all the staff and the student of the Veterinary Faculty of Sarajevo and to the Rector of the University of Sarajevo and to the BA Ministry of Education.</p> <p><u>For a good dissemination</u> a simultaneous interpreter will be employed and brochures and posters printed</p>			
<i>The consortium member/s or experts who will carry out the activity:</i>	Responsible professors from IT, PT and SA			
<i>Target group/s:</i>	Teaching staff, student of the Veterinary Faculty of Sarajevo, the Rector of the University of Sarajevo and members of the Ministry of Education of BA			
<i>Inputs:</i>	<ul style="list-style-type: none"> - 1 simultaneous interpreter (200) - paperprint informative brochures and posters <p>200 Euro (Staff) 600 Euro (printing) = 800</p>			

<i>Outcome/output title:</i>	DISSEMINATION		<i>Ref. N°:</i>	1
<i>Starting date:</i>	July 2007	<i>End date:</i>	December 2008	
<i>Related Assumptions and risks:</i>	The major assumption and risk is the acceptance of ECTS reorganization by the Ministry of Education.			

<i>Activity title:</i>	Elaboration of a practical plan of reorganization of the curriculum of the Veterinary Faculty of Sarajevo, according to ECTS and closure of the project.		<i>Sub Ref. N°:</i>	4.2
<i>Starting date:</i>	November 2008	<i>End date:</i>	November 2008	
<i>Description of the activity:</i>	<p>To perform this activity 4 prof from EU will go to BA for a week to monitor, discuss and arrange the ECTS plan proposed by the professor staff of the Veterinary faculty of Sarajevo (cost of stay and travels in “monitoring”). After completing elaboration of the ECTS plan a meeting (the third and last) will be held in the same week to illustrate the results of the project to all staff and students from the Veterinary Faculty of Sarajevo and to the Rector of the University of Sarajevo and to members of Ministry of Education of BA.</p> <p><u>For a good dissemination a simultaneous interpreter will be employed and brochures and posters will be printed</u></p>			
<i>The consortium member/s or experts who will carry out the activity:</i>	Responsible professors from IT, PT and SA			
<i>Target group/s:</i>	Teaching staff, student of the Veterinary Faculty of Sarajevo, the Rector of the University of Sarajevo and members from the Ministry of the Education of BA			
<i>Inputs:</i>	<ul style="list-style-type: none"> - 1 simultaneous interpreter - paperprint informative brochures, posters and Proceeding <p>200 Euro (Staff) 1000 Euro (printing) = 1200</p>			

<i>Outcome/output title:</i>	DISSEMINATION		<i>Ref. N°:</i>	4
<i>Starting date:</i>	June 2007	<i>End date:</i>	December 2008	
<i>Related Assumptions and risks:</i>	The major assumption and risk is the acceptance of ECTS reorganization by the Ministry of Education of BA and other balcanic countries			

<i>Activity title:</i>	Elaboration of a practical plan of reorganization of the curriculum of the Veterinary Faculty of Sarajevo, according to ECTS and closure of the project.		<i>Sub Ref. N°:</i>	4.2
<i>Starting date:</i>	October 2008	<i>End date:</i>	December 2008	
<i>Description of the activity:</i>	For DISSEMINATION of the ECTS plan performed, 3 proff from BA go for 3 days to Veterinary Faculties of other EU (Lubjana) and not EU (Zagreb, Beograd, Skopje) Balkan countries (7440 €stay&travel costs)			
<i>The consortium member/s or experts who will carry out the activity:</i>	Staff professors from the Veterinary Faculty of Sarajevo			

<i>Target group/s:</i>	Staff professors from the Veterinary Faculty of Balkan countries
<i>Inputs:</i>	7740 Euro (Stay&travel costs)

<i>COSTS RELATED TO DISSEMINATION</i>	
<i>Budget Heading</i>	<i>Related Costs in €</i>
<i>Staff Costs</i>	400
<i>Cost of Stay and Travel Costs</i>	7740
<i>Equipment Costs</i>	
<i>Printing and Publishing Costs</i>	1600
<i>Other Costs</i>	
<i>Total Costs</i>	9740

III.5.2 SUSTAINABILITY

A maximum of half page A4

In this section applicants should refer to activities that will be organised during the project life time and that will lead to the sustainability of project results after the Tempus financing has ended. Factors that contribute to the sustainability of project results such as the accreditation of the new courses and/or curricula; involvement of the private sector and/or other stakeholders for future development and planning; future oriented partnerships between universities, guarantee of future financial resources, preparation and/or setting-up of a business plan for the newly established unit/centre, etc;

Please describe the long-term perspective for project results, making particular reference to various aspects such as:

- Financial sustainability (how will activities be financed after the Tempus funding has ended?).
- Institutional sustainability (will structures be established and remain in place so as to allow activities to continue?).
- Sustainability at the policy level where applicable (what will be the structural impact of the project – e.g. will it lead to improved methods, procedures, legislation?)

1- Admittance in united EHEA means harmonization of curriculum and study conditions, diploma recognizing, student oriented study and student and teacher mobility. ECTS establishment, young teachers education in EU, missing equipment purchasing are preconditions for a visit by EAEVE, which is planned in 2009. National accreditation and EAEVE evaluation give more chance in competition for students coming from abroad, particularly from neighbourhood.

2- Support the use of new purchased equipments. Young assistant teachers with improved knowlege and purchased modern equipment will improve incomes of the Veterinary Faculty deriving from clinical and diagnostic activities performed by the Faculty for external different categories of customers such as owners of pet animals, breeders and farmers, food industries and abbatoirs. To improve the future quality of these activities a professional with knowledge in ecography will be employed for 3 months to help in the realization of echography, and to help, if diagnostic doubts appear, the young teachers returned in Sarajevo after the stages in the EU.

<i>Outcome/output title:</i>	SUSTAINABILITY		<i>Ref. N°:</i>	
<i>Starting date:</i>	October 2008	<i>End date:</i>	December 2008	
<i>Related Assumptions and risks:</i>	No risks			

<i>Activity title:</i>	Support the use of new purchased equipments.		<i>Sub Ref. N°:</i>	
<i>Starting date:</i>		<i>End date :</i>		
<i>Description of the activity:</i>	To improve the future quality of diagnosis a professional with knowledge in ecography will be employed for 3 moth to help in the realization of echography and to help, if diagnostic doubts appear, the young teachers returned in Sarajevo after the stages in the EU.			
<i>The consortium member/s or experts who will carry out the activity:</i>	BA			
<i>Target group/s:</i>	Young teachers of the Veterinary Faculty of Sarajevo			
<i>Inputs:</i>	- 1 professional with knowledge in ecography 3 months 300euro/months 1500 (staff costs)			

COSTS RELATED TO SUSTAINABILITY	
<i>Budget Heading</i>	<i>Related Costs in €</i>
<i>Staff Costs</i>	1500
<i>Cost of Stay and Travel Costs</i>	
<i>Equipment Costs</i>	
<i>Printing and Publishing Costs</i>	
<i>Other Costs</i>	
<i>Total Costs</i>	1500

III.5.3 QUALITY CONTROL AND MONITORING

A maximum of half page A4

Please use this section to describe your overall internal and external quality control and monitoring strategies/methods by providing information on the following issues: How will the timely achievement of the planned outcomes be demonstrated/measured in an objective and quantifiable way? Which are the adjustment mechanisms foreseen in case the quality differs from the one expected or the outcomes will not be achieved on time? Please describe the concrete evaluation measures and the identified responsible actors. Typical actions could include for example peer reviews, evaluations and external accreditation or inter-Tempus project coaching.

- 1) INTER TEMPUS COACHING. Coaching will be done at Universitat Autònoma de Barcelona immediately after the grant availability. The coaching will be attended by 2 members from IT and 1 from PT.
- 2) DIDACTIC MATERIAL AND EQUIPMENT TO PURCHASE. These aspects will be discussed and monitored during 3 meetings (see "Management" at the end). Moreover, EU members from IT (3 days) and PT (5 days) once in the project to BA to monitor the realization of didactic material, the purchased equipment and if their employment has been included in courses. Opinions and suggestion from students will be considered.
- 3) REORGANIZATION IN ECTS of Veterinary Faculty of Sarajevo. In this case a risk may arise that staff from Sarajevo suffer from ECTS reorganization totally made by strangers. For this reason 3 professors from BA go to IT and PT for 5 days once in the project. During these days the proposal of the reorganization plan performed by the University of Sarajevo will be monitored by the EU members of the consortium, discussed and arranged. The plan will be finally prepared when 2 prof. from IT and 2 from PT will spend a week in Sarajevo just before the closure and the third meeting, when the results will be exposed to all the Faculty, the Rector and the Ministry Authorities.
- 4) Young teachers staging in Veterinary Faculties of IT and PT will be weekly monitored by each Responsible from the EU consortium Faculties (no costs). Stages will start in October 2007, (Risk: delay of grant availability).

<i>Outcome/output title:</i>	QUALITY CONTROL AND MONITORING		<i>Ref. N°:</i>	1
<i>Starting date:</i>	July 2007	<i>End date:</i>	November 2008	
<i>Related Assumptions and risks:</i>	No risks			

<i>Activity title:</i>	Inter Tempus project coaching			
<i>Ref. No. of outcome/s to be assessed:</i>	1			
<i>Starting date:</i>	July 2007	<i>End date:</i>	July 2007	
<i>Indicators of progress:</i>	Adquired experiences in project monitoring and reports writing			
<i>How the indicators will be assessed:</i>	Good understanding and speed in the activity related to JEP			
<i>Consortium member/s or experts who will carry out the assessment:</i>	EU members of the consortium			
<i>Inputs:</i>	2 staff from I and 1 prof. from PT go to Barcelona Euro 2500 (other costs)			

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<i>Outcome/output title:</i>	QUALITY CONTROL AND MONITORING		<i>Ref. N°:</i>	2
<i>Starting date:</i>	July 2007	<i>End date:</i>	October 2008	
<i>Related Assumptions and risks:</i>	Delay in the performance of ICTs and printed didactic material			

<i>Activity title:</i>	Didactic material and purchased equipments			
<i>Ref. No. of outcome/s to be assessed:</i>	2			
<i>Starting date:</i>	June 2008	<i>End date:</i>	October 2008	
<i>Indicators of progress:</i>	Equipments both correctly installed and employed			
<i>How the indicators will be assessed:</i>	Interviewing the students of the Veterinary Faculty of Sarajevo			
<i>Consortium member/s or experts who will carry out the assessment:</i>	The Coordinator Prof. Valeria Grieco (IT) will go to BA in June 2008 for 3 days and 1 prof. from PT will go to BA in Sep. or Oct 2008 for 5 days			
<i>Inputs:</i>	The Coordinator go to BA for 3 days (550 travel 300 stay = 850) 1 staff prof. go to BA for 5 days. (550 travel 500 stay = 1050) Euro 1900 (Stay and travel costs)			

<i>Outcome/output title:</i>	QUALITY CONTROL AND MONITORING		<i>Ref. N°:</i>	3
<i>Starting date:</i>	July 2007	<i>End date:</i>	December 2008	
<i>Related Assumptions and risks:</i>	Readiness of staff professors to embedd in the project			

<i>Activity title:</i>	Reorganization in ECTS of the curriculum of the Veterinary Faculty of Sarajevo			
<i>Ref. No. of outcome/s to be assessed:</i>	4			
<i>Starting date:</i>	July 2008	<i>End date:</i>	October 2008	
<i>Indicators of progress:</i>	Documented proposal by the Veterinary Faculty of Sarjevo of a plan of reorganization of the curriculum in ECTS			
<i>How the indicators will be assessed:</i>	The plan will be examined, discussed and arranged			
<i>Consortium member/s or experts who will carry out the assessment:</i>	EU members of the consortium			
<i>Inputs:</i>	3 professors from BA go to IT for 5 days (1650 travel 350 stay = 3000) (July 2008) 3 professors from BA go to PT for 5 days (1650 travel 2250 stay = 3900) (October 2008) 6 visa (210) Euro 6900 (Cost of Stay and Travel..) + 210 visti (other costs) = 7110			

<i>Outcome/output title:</i>	QUALITY CONTROL AND MONITORING		<i>Ref. N°:</i>	3
<i>Starting date:</i>	July 2007	<i>End date:</i>	Decemberr 2008	
<i>Related Assumptions and risks:</i>	Readiness of staff professors to embedd in the project and Ministry acceptance of the reorganization in ECTS of the Veterinary Facutly of Sarajevo			

<i>Activity title:</i>	Reorganization in ECTS of the curriculum of the Veterinary Faculty of Sarajevo			
<i>Ref. No. of outcome/s to be assessed:</i>	4			
<i>Starting date:</i>	November 2008	<i>End date:</i>	November 2008	
<i>Indicators of progress:</i>	Practical performance of a reorganization in ECTS of the curriculum of the Veterinary Faculty of Sarajevo. - At the end of the week the closing meeting will be done for presentation of the elaborated plan to the staff of the Veterinary Faculty of Sarajevo, the students, the Rector and Ministry Members (the costs of interpreter and printed material have been already put in “dissemination”			
<i>How the indicators will be assessed:</i>	Comparison of the plan proposed with the ECTS plan of Veterinary Faculty of IT and PT			
<i>Consortium member/s or experts who will carry out the assessment:</i>	EU members of the consortium			
<i>Inputs:</i>	4 professors from EU (2 from IT and 2 from PT) I go to BA for 7 days (2200 travel, 3200 stay) Euro 5400 (Cost of Stay and Travel costs)			

<i>COSTS RELATED TO QUALITY CONTROL AND MONITORING</i>	
<i>Budget Heading</i>	<i>Related Costs in €</i>
<i>Staff Costs</i>	
<i>Cost of Stay and Travel Costs</i>	14200
<i>Equipment Costs</i>	
<i>Printing and Publishing Costs</i>	
<i>Other Costs</i>	2710
<i>Total Costs</i>	16910

III.5.4 MANAGEMENT OF THE PROJECT

A maximum of one page A4

Please describe the **role and responsibility** within the project of **each** consortium member (from the Partner Country(ies) as well as from the EU) and of individual experts (where appropriate).

Applicants should include an estimation of the tasks that will have to be performed in each project year in order to guarantee effective and efficient project management. This section should also make reference to human resource hours for tasks related to project management.

In addition, you should explain how the overall project management will be implemented making specific reference to the management structure in the Partner Country/ies, how decisions will be taken (reference should be made to decision-making mechanisms/bodies and their roles in case of divergent opinions) and how the consortium proposes to ensure permanent and effective communication and reporting.

1) The project co-ordinator will be Prof. Valeria Grieco. She will dedicate the 20% of her time for each year of duration of the project. All the money and expenses will be controlled by Milan. Prof. Grieco will be present to all the meetings and will participate actively in the choice of purchasable equipment, books included. The equipments will be purchased in Sarajevo where prices cheaper than in the EU countries are available. The books will be purchased in Italy and then sent to Sarajevo with only one comprehensive delivery. Continuous contact by mail and phone will be maintained between UE and BA members

-The responsible from Porto (PT), prof. Faustino, will dedicate the 15% of his time for each year of duration of the project. Members from Porto will be especially involved in the preparation of E-learning material, since in Porto this aspect is well developed. Since prof. Faustino made part of the local team on the evaluation of the veterinary medicine course of Porto made by the EAEVE in 2003 and also, on 2004, of the portuguese evaluation, he will be also embedded in the ECTS reorganization of the Veterinary Faculty of Sarajevo.

- The consortium member responsible from Sarajevo, prof. Jazic, will spend 25% of his time working of the project and will be responsible for relationships between EU faculties and Sarajevo. He will give his important support to the Tempus Commission of the Veterinary Faculty of Sarajevo, to the Dean board and teacher staff in order to involve as much as possible professors in Sarajevo.

- During the project 3 meeting, with the presence of Coordinator, will be done. The first in July 2007, the second in april 2008 and the third and last in November 2008. These meeting will have the duration of half a day and they will be important in the project monitoring and management as well. Since travel from UE to Sarajevo (or vice versa) are expensive, to minimize expences and to permitt the attendance of a good number of people of consortium members, these meeting will be done :

- The first during the 3 days of revision of the material and contents of the Veterinary Faculty of Sarajevo (outcome 1, activity 1.1 and 1.2). Costs already put in outcome/output and dissemination tables

- The second during the week in which 1 prof. from Pt and 6 prof from BA will spend a week in Milan involved in actidity realted to outcome/output 4 (Comparison of the curriculum of Sarajevo with the curricula of I and PT) (costs already put in outcome/output and monitoring tables)

- The third during the week in which 2 prof. from I Pt and 2 from PT go to BA for a week to perform activity related to the outcome/output 4 (activity 4.2) (costs already put in outcome/output and monitoring tables)

2) 3 adminstratives (1/consortium member) will be employed for 18 month to improve management.

<i>Outcome/output title:</i>	MANAGEMENT OF THE PROJECT		<i>Ref. N°:</i>	1
<i>Starting date:</i>	July 2007	<i>End date:</i>	December 2008	
<i>Related Assumptions and risks:</i>	No risks			

<i>Activity title:</i>	Management		<i>Sub Ref. N°:</i>	
<i>Starting date:</i>	July 2007	<i>End date:</i>	December 2008	
<i>Description of the activity:</i>	The Coordinator Prof. Grieco will spend the 20% of her working in the Project (counting the start from July 2007). She will dedicate this time in the management and in the coordination of the project. These hours of work will represent the co-financing that is all directed on Management activities. The total amount of working hours for a professor at the University of Milan is 1512, so the 20% is represented by 302 hours/year + 151 hour/6 months = 453 hours			
<i>The consortium member/s or experts who will carry out the activity:</i>	The Coordinator Prof. Grieco			
<i>Target group/s:</i>	Project management			
<i>Inputs:</i>	453 hours (35,43 Euro/hour) 16049 (co-financing)			

<i>Outcome/output title:</i>	MANAGEMENT OF THE PROJECT		<i>Ref. N°:</i>	2
<i>Starting date:</i>	July 2007	<i>End date:</i>	December 2008	
<i>Related Assumptions and risks:</i>	No risks			

<i>Activity title:</i>	Presentation of the project and review materials and contents of courses of Veterinary Faculty of Sarajevo		<i>Sub Ref. N°:</i>	
<i>Starting date:</i>	July 2007	<i>End date:</i>	December 2008	
<i>Description of the activity:</i>	Starting from the presentation of the project an administrative person for each Consortium member will be employed for 18 months to improve the management. (200 €month for BA and 300 €month for I and PT). In the administrative activities of management we here we put also the bank and exchange costs of the 2 years of the project duration.			
<i>The consortium member/s or experts who will carry out the activity:</i>	I, PT, BA			

<i>Target group/s:</i>	Project management
<i>Inputs:</i>	<ul style="list-style-type: none"> - 1 administrative person employed in I (5400 €) - 1 administrative person employed in PT (5400 €) - 1 administrative person employed in BA (3600 €) - bank and exchange costs (100). <p>14400 €(staff costs) + 1000 (other costs)</p>

<i>COSTS RELATED TO THE MANAGEMENT OF THE PROJECT</i>	
<i>Budget Heading</i>	<i>Related Costs in €</i>
<i>Staff Costs</i>	14400
<i>Cost of Stay and Travel Costs</i>	
<i>Equipment Costs</i>	
<i>Printing and Publishing Costs</i>	
<i>Other Costs</i>	1000
<i>Overheads</i>	
<i>Total Costs</i>	15400

SECTION IV: SUMMARY OF THE PROJECT

A summary of the project must be provided in English, French or German and may be included in future Tempus publications. This summary should be a snapshot and should include the main features of your project. Please make sure that the information you provide in this section is consistent with the Logical Framework Matrix.

Outputs and Outcomes: (as in LFM)	<ol style="list-style-type: none"> 1. Renewed and updated materials and contents of the diagnostic and clinical 2. Supply new teaching materials and introduce new teaching methods. 3. Update young staff and the teaching facilities involved in clinical and diagnostic training. 4. Reorganization of the curriculum according to ECTS and presentation of the reorganization plan
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Summary of the Main Features of the Project:	
<p>The objective of this project is to support the Veterinary Faculty of Sarajevo so as it can offer an appropriate education to its students. Veterinarians have an important role to accomplish in the Bosnian society and the Veterinary Faculty of Sarajevo is the sole Institution capable of providing it locally. Veterinarians are directly involved in the control of public health, while working in slaughterhouses and other reference laboratories to control infectious diseases. Moreover, the food industry depends on the quality of animal health and production which are studied in areas such as pathology, clinics and animal management. Overall, the development of veterinary sciences can act as a catalyzer for the development of Bosnian society as a whole. Other important aspects of this project concern the development of a sustainable management of the Faculty facilities and increase the international recognition of the Faculty in order to allow international exchange of students, teachers and veterinarians. Consequently the main outcomes of this project are 1- Provide renewed and updated materials and contents of the diagnostic and clinical courses of the veterinary curriculum. 2 - Supply new teaching materials and introduce new teaching methods. 3 - Update young staff and the teaching facilities involved in clinical and diagnostic training. 4 - Reorganize the curriculum according to ECTS. To accomplish these outcomes we want to focus in several issues: perform on-line and paperprinted didactic material, improve didactic equipments, training in the EU 14 young professors and make a comparison between EU curricula and BA Veterinary curriculum to perform a reorganization in ECTS of the Veterinary Faculty of Sarajevo according to the EU standard.</p>	
Quantitative data concerning the training of target groups involved in your project	
Number of teaching staff trained or retrained	14
Number of trainers trained	
Number of trainees trained	
Number of administrative staff trained or retrained	
Number of students involved or trained	0

Please tick the relevant boxes indicating which of these elements are covered by your project:	
Bologna Process	Yes
Adoption of a system of easily readable and comparable degrees	<<Choose...>>
Diploma supplement	<<Choose...>>
Adoption of a system based on two main cycles, undergraduate (bachelor) and post-graduate (Master or doctorate)	<<Choose...>>
Establishment of a system of ECTS to promote student mobility	Yes
Promotion of European co-operation in Quality Assurance	<<Choose...>>
Promotion of the necessary <i>European dimensions</i> in higher education	<<Choose...>>
<i>Lifelong learning</i> as an essential element of the European Higher Education area	<<Choose...>>
Promoting the attractiveness of the European Higher Education Area	<<Choose...>>
Other credit systems	<<Choose...>>
Modular structure of curriculum	<<Choose...>>
Quality Assurance	<<Choose...>>
e-Learning	Yes
University/Enterprise co-operation	<<Choose...>>
Links to the labour market in degree programmes	<<Choose...>>
Links with other EU education programmes	<<Choose...>>
Set up of project website	<<Choose...>>
Qualification frameworks	<<Choose...>>
Teacher training	
Language	<<Choose...>>
IT skills	<<Choose...>>
Social and intercultural skills	<<Choose...>>
Links with VET in	
Adult training	<<Choose...>>
Non-formal and informal education	<<Choose...>>
Active citizenship	<<Choose...>>
Occupational guidance and counselling	<<Choose...>>

SECTION V: FUNDING REQUIREMENTS

In tables 1 to 6 you are asked to provide estimates of the Tempus grant you would require to carry out your project (95% of the project costs). Please complete the tables you will find below, assigning costs to the headings Staff costs, Travel costs and costs of stay for staff and students, Equipment costs, Printing & Publishing costs, Other Costs and Overheads.

In Table 7 you are asked to provide a detailed estimation on the amount to be co-financed by the consortium members, which should at least equal 5% of the eligible project costs.

Finally, table 8 presents the summary of the previous tables and will be aggregated automatically from the data you provided. Please note that below the summary table messages will appear, informing you about the compliance with the ceilings outlined in the Guide for Applicants.

Applicants should note that tables 1-6 only refer to the **Tempus grant** and not the overall **project costs**.

Applicants should also note that the **Tempus grant** consists of the operational costs (tables 1-5) and of overhead costs (table 6), which can be allocated up to a flat rate of 7% of the operational costs; whereas the **project costs** consist of the total amount needed for the implementation and realisation of the project and is composed of the Tempus grant plus the co-financing (tables 1-7).

A Tempus grant may co-finance **up to 95%** of the eligible costs of a project. The maximum grant for any project may not exceed:

- **€300,000 for a project lasting, in principle, 2 years..**

These are **maximum** amounts and any budget plan should demonstrate its consistency with the details of the project description. All amounts must be expressed in Euro (€).

The following ceilings should be applied:

- Staff costs: maximum 30% of the Tempus grant;
- Equipment: maximum 30% of the Tempus grant;
- Overheads / Indirect costs: maximum 7% of the operational costs covered by the Tempus grant.

Applicants should be aware that the non-compliance with the indicated budget ceilings may lead to a lower assessment grade or even the failure of the proposal.

Please do not use any decimals and do not use “thousand separators”. The figure “one thousand” should be indicated with consecutive digits: 1000 and NOT 1,000 or 1.000 or 1 000 or 1000,00

Table 1: Staff costs

the maximum allowed for staff costs is 30% of the Tempus grant

The table below refers to the costs for both the academic and administrative personnel involved in the project.

Please note that local rates must be used. For further details on eligible staff costs please refer to the *Guide for Applicants*.

STAFF COSTS (please specify what type of activity will be covered and provide a quantification in hours for the human resources needed for these activities)*	Amount required from Tempus in €
<i>EU Academic Staff</i>	
1.	1.
<i>Partner Country Academic Staff</i>	
1.	1.
<i>EU Administrative Staff</i>	
1. 2 administratives part-time for 18 months 300Euro/month	1. 10800
<i>Partner Country Administrative Staff</i>	
1. 1 administrative part-time for 18 months 200Euro/month	1. 3600
2. 1 informatic person to support elaboration of e-learning material employed full-time for 18 months 400 Euro /month	2. 7200
3. 1 professional to support echographic activities employed for 3 months 500 euro/month	3. 1500
4. 1 simultaneous interpreter employed for 24 hours	4. 400
TOTAL STAFF COSTS:	23500

* (Please provide specific calculations, e.g.: Lecturers of Partner Country Universities A and B x X number of hours x Y Euro per hour equals Z, etc.

Table 2: Costs of Stay, Travel Costs, Institutional costs

For maximum costs of stay, please refer to the Guide for Applicants, Part IV pages 15 to 19. The consortium should additionally calculate estimated travel costs and should request the total for both costs of stay and travel.

Please indicate in this table which mobilities are planned throughout the whole project duration

Staff/trainees

Direction		Number of flows*	Total costs of stay + Travel costs required from Tempus (€)
From	To		
Partner Country	EU/Candidate Country	33	69900 (1150 rent a coach included)
EU/Candidate Country**	Partner Country	7	8650
EU	EU	2	3100
Partner Country	Partner Country	9	5490
Within a Partner Country			
Total:			87140

Students (only in the framework of Curriculum Development and University Management projects)

Direction		Number of flows*	Total costs of stay + Travel costs + Institutional costs*** required from Tempus (€)
From	To		
Partner Country	EU		
EU	Partner Country		
Partner Country	Partner Country		
Within a Partner Country			
Total:			0

Institutional costs

Flows to EU institutions:	A maximum of € 500 per student for a study period of 3 to 5 months A maximum of € 1000 per student for a study period of 6 to 12 months
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Flows to Partner Country institutions:	A maximum of € 200 per student for a study period of 3 to 5 months A maximum of € 400 per student for a study period of 6 to 12 months
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* Please note that one flow=one journey. In the case of group travel, each person should be considered as an individual flow (5 staff travelling to the same project meeting = 5 flows). Should an individual carry out several visits, each visit should be considered as 1 flow (Prof X participating in 3 coordination meetings abroad = 3 flows).

** In this direction Tempus funds may only be used for mobilities of EU consortium members and/or EU individual experts or of individual experts from Candidate Countries travelling to Partner Countries.

*** Institutional costs are eligible for “student study periods” abroad only.

Table 3: Equipment costs

the maximum allowed for equipment costs is 30% of the Tempus grant

Here you should detail and quantify items of equipment needed for the activities, listed clearly by the partner country university/ies at which each item will be installed.

You should ensure that these details correspond to those given in the Outcome Tables. Please remember that only partner country universities may benefit from equipment funding.

LIST OF EQUIPMENT	Beneficiary university/ies	Amount required from Tempus in €
1. 3 laptops computer, softwares, 3 digital cameras , 1 videocamera and connection facilities	1. Veterinary Faculty of Sarajevo	1. 7300
2. 1 multivision microscopes (5 sites each), each one with 1 connected videocamera and related software	2. Veterinary Faculty of Sarajevo	2. 24000
3. 1 ultrasonic ecograph with include software	3. Veterinary Faculty of Sarajevo	3. 25000
4. Specialistic textbooks	4. Veterinary Faculty of Sarajevo	4. 8000
	TOTAL EQUIPMENT COSTS	64300

Table 4: Printing and Publishing costs

Please estimate the amount you would require to cover printing and publishing costs and give details on the type of material.

TYPE OF PUBLICATION AND N° OF COPIES (indicative)	Amount required from Tempus in €
1. Didactic material	1. 24000
2. Brochures and posters and Proceeding	2. 1600
TOTAL PRINTING AND PUBLISHING COSTS	25600

Table 5: Other costs

Here you should anticipate any other eligible expenses, which might arise during your project, giving reasons for each item. Expenses listed here must be fully detailed and justified.

EXPENSES (please specify)	REASON (please specify)	Amount required from Tempus in €
1. Inter project costs	1. Accumulate expertise in the Project management	1. 2500
2. Bank and Exchange costs	2. Mangement	2. 1000
3. Visa	3. Travel from BA to UE	3. 910
4. Translation in BA language of didactic material	4. Student better understanding	4. 2000
TOTAL OTHER COSTS		6410

Table 6: Overheads

the maximum allowed for overheads is 7 % of the operational costs covered by the Tempus grant

Please indicate the amount needed to cover overheads.

OVERHEADS (please specify)	Amount required from Tempus in €
1. Postage and telecommunication	1. 4000
2. Stationery and office supplies	2. 6000
TOTAL OVERHEADS	10000

Table 7: Summary of project co-financing requirements

Applicants should specify through which resources (their own, from other EU Institutions or EU Member States, other organisations) they intend to co-finance the project, on which basis the co-financing has been calculated and what the amount to be co-financed is likely to cover. As the co-financing is an additional heading, expenses that have been declared in any of the previous financial tables covering the Tempus grant (tables 1-6) cannot be declared under co-financing again.

Applicants should note that overheads/indirect costs, the costs of premises (purchase, rent, heating, maintenance, repairs etc.), the purchase of office and/or classroom furniture and exchange losses do not represent eligible costs and thus may not be declared under the heading co-financing.

Source of CO-FINANCING*	Justification**	Item***	Amount (in €)
1. University of Milan	1. Prof. Valeria Grieco will spend 20% of her time. The counts will be done on her orary salary Euro 35,43/hour	1. 453 hours spent in the 2 years of project	1. 16049
	TOTAL CO-FINANCED		16050

*(E.g.: EU grant, governmental subvention, organisation/institution's own resources)

** (E.g.: Preparation of training materials= 2 days x 7,5 hours x 3 persons x € 25

***(E.g: Equipment, staff costs, publications))

Table 8: Summary of project funding requirements

The estimated amounts given for each heading should correspond to the totals in the tables which detail the budget breakdown for each category of expenditure and must be expressed in Euro (€).

In order to have this summary table properly calculated, please alternately tick/un-tick the two tick-boxes below.

PROJECT COSTS	TOTAL
A.1 Staff Costs	€ 23500
A.2 Travel costs, costs of stay and inst. costs	€ 87140
A.3 Equipment	€ 64300
A.4 Printing & publishing	€ 25600
A.5 Other costs	€ 6410
SUBTOTAL (A.1 – A.5)	€206950
A.6 Overheads (up to a flat rate of 7% of the subtotal A.1 – A.5)	€ 10000
A: Total Tempus grant (A.1 – A.6):	€216950
B: Amount to be co-financed by the consortium (constituting of a minimum of 5% of the eligible project costs)	€ 16050
GRAND TOTAL (A+B):	€233000

- Once you have provided the amounts in the detailed financial tables on previous pages, alternately click these two tick-boxes in order to update the totals in the table above and the verification messages below*
- Once you have provided the amounts in the detailed financial tables on previous pages, alternately click these two tick-boxes in order to update the totals in the table above and the verification messages below*

- Staff Costs ceiling of 30% of total Tempus grant is respected
- Equipment Costs ceiling of 30% of total Tempus grant is respected
- Overheads ceiling of 7% of total operational costs covered by Tempus grant is respected
- Total Costs requested from the Tempus programme are within the limits
- Co-financing amount respects the 5% minimum of total project cost (A+B)
- I have verified the amounts reported in the summary table above (Table 8 - Summary of project funding requirements) and checked that these comply with the Tempus ceilings and thresholds specified in the Guide for Applicants and restated at the beginning of Section V – Funding Requirements.

In rare cases the settings of the automatic calculation of the above summarising table might not be properly working. Applicants are therefore advised to counter-check their figures, using an excel calculator which can be found on the Tempus website (http://ec.europa.eu/education/programmes/tempus/deadlines_en.html).

SECTION VI: ADMINISTRATIVE DOCUMENTS

On the following pages you will find two different forms to be filled out concerning the legal status of the applicant – the so-called "Legal Entities" forms:

- (1) a form for "Public Entities"
- (2) a form for "Private Companies"

Please note that:

"Public Entities" are organisations and institutions whose founding act is based on public law (such as resolution, law, decree or decision etc.),

whereas;

"Private Companies" are not only companies but also organisations and institutions whose founding act is based on private law (such as registration, agreement, contract, declaration of association etc.).

If you are a public organisation or institution please fill in the form "Public Entity".

If you are a private organisation or institution please fill in the form "Private Company" even if you are not a company.

LEGAL ENTITIES

PUBLIC ENTITIES

<i>(Please select from the buttons below or fill in the related fields.)</i>	
TYPE OF COMPANY UNIVERSITY	
NGO (Non Governmental Organisation) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
NAME(S) UNIVERSITA' DEGLI STUDI DI MILANO	
ABBREVIATION UNIMI	
OFFICIAL ADDRESS Via Festa del Perdono, 7	
POSTAL CODE I-20122	P.O. BOX
CITY MILANO	
COUNTRY ITALY	
VAT NUMBER 03064870151	
PLACE OF REGISTRATION Roma	
DATE OF REGISTRATION 30 / September / 1923	
REGISTRATION NUMBER 2102	
PHONE +3902503111	FAX +390250312627
E-MAIL rettore@unimi.it	
CONTACT PERSON Prof. Valeria Grieco - Facoltà di Medicina veterinaria	
THIS "LEGAL ENTITY" FORM SHOULD BE FILLED IN AND RETURNED TOGETHER WITH:	
<ul style="list-style-type: none"> • A copy of the resolution, law, decree or decision establishing the entity in question; • Or, failing that, any other official document attesting the establishment of the entity. 	
DATE	<i>STAMP</i>
NAME AND FUNCTION OF THE AUTHORISED REPRESENTATIVE ENRICO DECLEVA - RETTORE	
SIGNATURE	

FINANCIAL IDENTIFICATION

<i>(To be filled in by the Grant Applicant)</i>	
ACCOUNT HOLDER	
NAME UNIVERSITA' DEGLI STUDI DI MILANO	
ADDRESS Via Festa del Perdono, 7	
TOWN / CITY MILANO	POSTCODE I-20122
CONTACT PERSON Prof. Valeria Grieco	
TELEPHONE +390250318111	
E-MAIL valeria.grieco@unimi.it	
VAT NUMBER 03064870151	
BANK	
BANK NAME BANCA INTESA BCI	
BRANCH ADDRESS Tesoreria Enti, via verdi, 8	
TOWN / CITY Milano	POSTCODE I-20121
BANK/BRANCH CODE 03069 09400	
ACCOUNT NUMBER 0000463971	
SWIFT	
IBAN IT97G0306909400000000463971	
REMARKS:	
BANK STAMP + SIGNATURE of BANK REPRESENTATIVE:	DATE + SIGNATURE of ACCOUNT HOLDER: (Obligatory)

SECTION VII: CHECKLIST

Before submitting your application by e-mail, please make sure that it is complete and tick the boxes accordingly:

1. The <u>Declaration</u> (Section I) is completed	<input checked="" type="checkbox"/>
2. The <u>Legal Entities Form</u> (Section VI) is filled in	<input checked="" type="checkbox"/>
3. The <u>Financial Identification Form</u> (Section VI) is filled in	<input checked="" type="checkbox"/>
4. The <u>Basic data</u> (Section II) on the project is provided	<input checked="" type="checkbox"/>
5. All the <u>consortium members</u> (Section II) are listed and contact persons are indicated	<input checked="" type="checkbox"/>
6. The <u>description</u> of the project covering all questions (Section III) is provided	<input checked="" type="checkbox"/>
7. The <u>project summary sheet</u> (Section IV) is complete	<input checked="" type="checkbox"/>
8. The tables regarding <u>funding requirements</u> (Section V) are complete	<input checked="" type="checkbox"/>

Before submitting the original supporting and administrative documents after receipt of your project registration number, please make sure that they are complete and tick the boxes accordingly:

1. The cover letter indicating the registration number is enclosed.	<input type="checkbox"/>
2. The <u>Declaration</u> (Section I) is signed and stamped or sealed	<input type="checkbox"/>
3. The <u>Legal Entities Form</u> (Section VI) is signed and stamped	<input type="checkbox"/>
4. The <u>Financial Identification Form</u> (Section VI) is signed and stamped	<input type="checkbox"/>
5. The <u>endorsement letters</u> are signed (Section I)	<input type="checkbox"/>
6. The <u>curriculum vitae</u> of the participating expert(s) is/are enclosed.	<input type="checkbox"/>